

Dispute Letter for Unauthorized Recurring Charge

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

[Credit Card Company Name]

[City, State, ZIP Code]

Subject: Dispute of Unauthorized Recurring Charge

Dear [Credit Card Company's Customer Service Department],

I am writing to formally dispute an unauthorized recurring charge on my credit card account, [Your Account Number]. I noticed an unexpected charge of [Amount] on [Date of Charge] from [Merchant Name].

I did not authorize this transaction, nor have I agreed to any recurring payments with this merchant. I kindly request that you investigate this matter and reverse the charge at your earliest convenience. I have attached copies of relevant documentation for your review.

Thank you for your prompt attention to this matter. Please confirm receipt of this letter and keep me updated on the status of my dispute.

Sincerely,

[Your Name]