

Inquiry About Anticipated Resolution of Credit Card Transactions

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Bank or Credit Card Company Name]

[Bank Address]

[City, State, Zip Code]

Dear [Customer Service Team/Specific Name],

I hope this message finds you well. I am writing to inquire about the status of my recent credit card transactions and the anticipated resolution for the discrepancies I've noticed.

On [insert date(s)], there were several transactions that appeared on my statement that I would like to clarify. The details of these transactions are as follows:

- Transaction Date: [Date] - Amount: [Amount] - Merchant: [Merchant Name]
- Transaction Date: [Date] - Amount: [Amount] - Merchant: [Merchant Name]
- Transaction Date: [Date] - Amount: [Amount] - Merchant: [Merchant Name]

Please provide me with an update on when I can expect these issues to be resolved. I appreciate your assistance and prompt attention to this matter.

Thank you for your time.

Sincerely,

[Your Name]