

Unauthorized Withdrawal Complaint

Date: [Insert Date]

To,

Customer Service Department
[Bank/Financial Institution Name]
[Bank Address]
[City, State, Zip Code]

Subject: Complaint Regarding Unauthorized Withdrawal

Dear Sir/Madam,

I am writing to formally lodge a complaint regarding an unauthorized withdrawal from my account. My account details are as follows:

- Account Holder Name: [Your Name]
- Account Number: [Your Account Number]
- Date of Unauthorized Withdrawal: [Date]
- Amount Withdrawn: [Amount]

I did not authorize this transaction, and I believe it to be a mistake or a case of fraud. I kindly request that you investigate this matter at your earliest convenience and take necessary action to reverse this transaction.

Please find attached any relevant documents that may assist in the investigation. I trust that you will handle this complaint with urgency and keep me updated on the progress.

Thank you for your prompt attention to this matter.

Sincerely,
[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Contact Number]
[Your Email Address]