

Cardholder Disputed Item Statement

Name: _____ Home Phone (____) _____
Address: _____ Work Phone (____) _____
_____ Card Number _____

Type of Loss: Loss Stolen Card was in my possession at the time the transaction(s) occurred.

I have examined the charges on my credit card and question the following transaction(s) (attach additional sheets if necessary):

Merchant Name	Amount	Transaction Date

The following explains my dispute:

_____ I received a price adjustment (credit slip) on the above transaction and it has not appeared on my statement. I have included a photocopy of the credit slip.

_____ I certify that only one transaction was made with the above referenced merchant. On my statement, the same merchant has processed a second charge to my account, which I neither participated in nor authorized.

_____ I certify that I participated in the above transaction, but have not received the merchandise. (Describe your attempts to resolve the matter with the merchant as well as the expected date of delivery on the additional space provided).

*I have made an attempt to resolve this with the merchant and have attached copies of all correspondence

*Date of contact _____

*Contact Method: Telephone E-Mail In Person Other (describe below)

