

Dear Sir or Madam:

My name is \_\_\_\_\_ and my address is \_\_\_\_\_.  
I am a victim of identity theft. I am writing to dispute fraudulent charge/s on my account with your company \_\_\_\_\_, located at \_\_\_\_\_.  
I did not make the transactions listed below and I did not authorize anyone else to use my account in any way.

Date	Account Number	Transaction	Posted

\*see attachment for additional information

I am requesting that the fraudulent charge/s be removed, that any finance and other charges related to the fraudulent amount/s be credited to my account. Also, I am requesting that an updated, accurate statement is sent to the address listed above, and that the account is closed and/or a new account is issued. This request is made pursuant to the Fair Credit Billing Act's amendments to the Truth in Lending Act, 15 U.S.C. §§ 1666-1666b, 12 C.F.R. § 226.13. See also 12 C.F.R. § 226.12(b). I also request that you stop reporting this inaccurate information and report the correct information to all of the nationwide credit reporting companies (CRCs) to which you provided it.

Please see the Additional Information section of this letter for a list of enclosed documents supporting my position. Please investigate this matter and correct the error/s as soon as possible and send me a written explanation of your findings and actions.

I authorize you to provide copies of all documents to the officer on the attached police report, if any.

Sincerely,

\_\_\_\_\_ Phone \_\_\_\_\_ Date \_\_\_\_\_

Enclosures:

- A copy of the police report regarding my identity theft
- Proof of identity
- Other \_\_\_\_\_

