

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

Customer Service Department

Axis Bank

[Bank's Address]
[City, State, Zip Code]

Subject: Dispute Resolution Request - [Your Account Number or Reference Number]

Dear Axis Bank Customer Service Team,

I am writing to formally request assistance regarding a dispute related to my account [Your Account Number] that occurred on [Date of Transaction].

[Briefly describe the nature of the dispute, including details such as the transaction amount, date, and any other relevant information.]

I have attached copies of relevant documents, including [mention any documents such as transaction receipts, bank statements, etc.], to support my claim.

I kindly ask you to investigate this matter at your earliest convenience and provide me with an update regarding the resolution process. Should you require any further information, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Signature (if sent by mail)]