

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

Customer Service Team

Klarna

[Company Address]
[City, State, Zip Code]

Subject: Klarna Transaction Error

Dear Klarna Customer Service,

I hope this message finds you well. I am writing to report an issue I encountered with a transaction processed through Klarna on [Transaction Date].

Transaction Details:

- Order Number: [Order Number]
- Transaction Amount: [Transaction Amount]
- Merchant Name: [Merchant Name]

Description of the Issue:

[Briefly explain the error or issue experienced with the transaction, e.g., incorrect amount charged, product not received, double charge, etc.]

I have attached relevant documentation, including [list any attached documents such as receipts, screenshots, etc.], to assist in resolving this matter promptly.

I kindly request your assistance in addressing this issue and would appreciate a response at your earliest convenience. Please let me know if you require any further information from my side.

Thank you for your attention to this matter.

Sincerely,

[Your Name]