

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

Customer Service

QNB Bank

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

Subject: Dispute of Bank Charges

Dear Customer Service,

I hope this letter finds you well. I am writing to formally dispute certain charges that have been applied to my account [Your Account Number] on [Date of Charges].

The charges in question are as follows:

- [Description of Charge 1] - [Amount]
- [Description of Charge 2] - [Amount]

I believe these charges to be incorrect due to [brief explanation of your reasons, e.g., a billing error, an unauthorized transaction, etc.].

I kindly request that you review my account and these specific charges at your earliest convenience. I have attached relevant documents for your review, including [list any supporting documents, such as bank statements, transaction receipts, etc.].

Please confirm receipt of this letter and inform me of the actions being taken to resolve this matter. I appreciate your prompt attention to this issue.

Thank you for your cooperation.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]