

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

Volkswagen Credit

[Address of VW Credit Corporation]
[City, State, Zip Code]

Subject: Fraudulent Charge Report for VW Credit Card

Dear VW Credit Customer Service,

I am writing to formally report a fraudulent charge on my VW credit card account. Please find the details of the charge and my account information below:

Account Holder Name: [Your Name]
Account Number: [Last four digits of your credit card number]
Charge Date: [Date of the fraudulent charge]
Transaction Amount: [Amount Charged]
Merchant Name: [Name of the merchant where the charge occurred]

I have not authorized this transaction and I believe it to be fraudulent. I request an immediate investigation into this matter and the removal of the charge from my account.

I have attached relevant documentation, including any supporting evidence such as bank statements or communications, to assist in your investigation.

Please confirm the receipt of this letter and provide me with updates regarding the status of my report. You can reach me at [Your Phone Number] or [Your Email Address] if you need further information.

Thank you for your immediate attention to this issue.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]