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**Debit Dispute Investigation Request**  
**Type of Investigation: Unauthorized/ Fraudulent**  
**Transaction(s)**

- \* Card Lost/Stolen
- \* Transaction Not Made/Authorized

**Detailed Letter of Explanation:**

**Dispute Letter** must include:

- \* date of transaction(s)
- \* merchant name(s)
- \* dollar amount(s)
- \* cardholder must specifically state in letter ‘I did not authorize the following transactions’ and ‘the card was in/not in my possession’
- \* any other pertinent information

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Member #: \_\_\_\_\_

Deposit Account #: \_\_\_\_\_

Debit Card Number: 4155 - 3900 - \_\_\_\_\_ - \_\_\_\_\_

Address: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Phone (Home): \_\_\_\_\_ Phone (Cell): \_\_\_\_\_

**To the best of my knowledge, my card was (please check one):**

\_\_\_\_\_ Lost.....on approximately \_\_\_\_\_ (mm/dd/yy)

\_\_\_\_\_ Stolen .....on approximately \_\_\_\_\_ (mm/dd/yy)

\_\_\_\_\_ In my possession at all times when the fraudulent transaction(s) occurred

***I learned of the fraud on approximately \_\_\_\_\_ (mm/dd/yy)***

***I reported my card lost/stolen on \_\_\_\_\_ (mm/dd/yy)***

\_\_\_\_\_ ***I do*** \_\_\_\_\_ ***I do not*** have knowledge of the identity of the person(s) illegally using my name, account number or Card.

If you have such knowledge, please provide the identity of the person(s) who used your Card below:

\_\_\_\_\_  
\_\_\_\_\_

- I did not receive any benefit from the transactions listed on the following page
- I did not authorize the charge(s) or authorize anyone else to make the charge(s). I give permission for my card to be blocked.

***I give my consent to my financial institution to release any information regarding my Card and/or Card Account to any federal, state, or local law enforcement agency so that the information can, if necessary, be used in the investigation and/or prosecution of any person(s) responsible for fraud involving my Card and/or Card Account.***

**Member Signature \_\_\_\_\_ Date \_\_\_\_\_**

