

Name, Surname

Card number																			
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Date of transaction, code authorizing	Name of outlet	Type of currency	Sum

Please provide an explanation regarding the following operations, the amount which was deducted from my account.

Select one of the following reasons to challenge the transaction. If required, provide a detailed explanation on the statement's underside. Attach to the statement all supporting documents (Copy of the receipt).

- Please send me a copy of the receipt.
- I did not authorize this (those) operation (s), and did not make an order by mail or telephone. Please return the above sum.
- The amount of the same transaction twice been deducted from my account. I made a transaction in the outlet in the amount of \_\_\_\_\_. Please enroll mistakenly write-offs back.
- The amount shown on the receipt was wrong. I made a transaction in the outlet in the amount of \_\_\_\_\_. Please enroll mistakenly write-offs back.
- The amount from my account was debited, but the cash has not been paid.
- In addition. Describe the situation on the statement's underside.

**Declarant**

**(signature)**

To be completed by the manager:

Personality  
identified

/ date: ---- 20 .

**Responsible Executive**

**(signature)**