

**LOUDOUN CREDIT UNION**  
**CARDHOLDER STATEMENT OF DISPUTE (VISA DEBIT CARD)**

CARD NUMBER **442917** \_\_\_\_\_ CARDHOLDER NAME \_\_\_\_\_

TRANSACTION DATE \_\_\_\_\_ POSTING DATE \_\_\_\_\_ AMOUNT \$ \_\_\_\_\_

MERCHANT NAME \_\_\_\_\_ CITY/STATE \_\_\_\_\_

I am disputing the above charge due to the following reason (check ONLY one):

I have not, nor has anyone authorized by me engaged in any way in this transaction. My card was reported \_\_\_\_\_ lost or \_\_\_\_\_ stolen on (date) \_\_\_\_\_.

I have not authorized or participated in any way in this transaction. My card has not been out of my possession.

The amount is incorrect. I have enclosed my copy of the sales slip dated \_\_\_\_\_. The correct amount is \_\_\_\_\_.

I am disputing the following charges for vehicle rentals for \$ \_\_\_\_\_. I returned the vehicle on (date) \_\_\_\_\_. See details below.

I am disputing a guaranteed reservation service & no show charge. My reservation date was for (date) \_\_\_\_\_. The cancellation number is \_\_\_\_\_. Date of cancellation is \_\_\_\_\_.

The merchant continues to charge my account for a recurring payment that I cancelled on (date) \_\_\_\_\_ via phone/in writing.

I have (check one) \_\_\_\_\_ returned \_\_\_\_\_ attempted to return the merchandise on (date) \_\_\_\_\_. The merchant refused to (check one): \_\_\_\_\_ adjust the price \_\_\_\_\_ repair or replace the goods or other things of value \_\_\_\_\_ issue a credit OR see details below. (Please enclose proof of return if available).

I have engaged in the transaction listed & have contacted the merchant in an attempt to resolve the dispute. The delivery date was to be \_\_\_\_\_ OR \_\_\_\_\_ I cancelled the order on (date) \_\_\_\_\_ & was not credited.

The merchandise shipped arrived broken or unable to be used for the purpose sold. See details below. I have (check one) \_\_\_\_\_ returned \_\_\_\_\_ attempted to return the merchandise & I contacted the merchant on (date) \_\_\_\_\_ to attempt to resolve this but to no avail. (Please enclose a copy of the shipping receipt if applicable)

I contracted with the merchant for services (described below) to be provided on (date) \_\_\_\_\_. I have not received them. I have contacted the merchant in order to resolve the dispute to no avail.

The charge listed was paid previously by another method. I'm enclosing proof. I have tried to resolve this with the merchant.

My credit slip was listed as a sale on my account. A copy of my credit is enclosed.

I participated in one transaction at the merchant location, but NOT the transaction listed. I, or someone authorized by me was in possession & control of all cards at the time of the transaction. The authorized amount is \$ \_\_\_\_\_ on (date) \_\_\_\_\_.

I have not received a credit to my account for the transaction listed. I have enclosed a copy of the credit receipt issued.

The charge listed was a single transaction but has posted \_\_\_\_\_ times to my account.

I am disputing the listed ATM cash withdrawal. I have explained the details below. Please provide specific details of your dispute below or on a separate sheet of paper:

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

Cardholder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Telephone Numbers Daytime: \_\_\_\_\_ Evening: \_\_\_\_\_

Please mail to or fax this form along with any other documentation required to:

Loudoun Credit Union  
112A South Street SE, Leesburg, VA 2017

Fax: 703-777-5056

