

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

[Date]

[Bank Name]
[Fraud Department Address]
[City, State, Zip Code]

RE: Formal Claim for Forged Signature - Account Number: [Your Account Number]

To Whom It May Concern,

I am writing to formally report and dispute unauthorized activity on my account. I have identified one or more transactions where my signature was forged.

The details of the unauthorized transaction(s) are as follows:

- **Check/Transaction Number:** [Number]
- **Date:** [Date of Transaction]
- **Amount:** \$[Amount]
- **Payee:** [Name of Payee]

I did not sign this document, nor did I authorize or receive any benefit from this transaction. I have attached [mention attachments, e.g., a copy of the forged check, a police report, or a signed affidavit of forgery] to support this claim.

Please investigate this matter immediately, credit my account for the full amount of \$[Amount], and waive any associated fees. I also request that you take the necessary steps to secure my account from further fraudulent activity.

Please provide a written confirmation once this matter has been resolved. I look forward to your prompt response within [Number of days, e.g., 10] business days.

Sincerely,

[Your Signature]
[Your Printed Name]