

**MEMBERS EXCHANGE CREDIT UNION**  
107 Marketridge Drive  
Ridgeland, MS 39157

**MECU must complete:**  
Sections 1 and 2

**Member must complete:**  
Sections 3, 4, 7, and 8 **or**  
Sections 3, 5, 6, 7 and 8

**Section 1**

Contact Name: \_\_\_\_\_ Contact Phone #: 601-922-3350 ext. **####**  
Contact E-Mail Address: \_\_\_\_\_@memexcu.com Contact Fax #: **(###)-###-####**

**Section 2**

Member Name: \_\_\_\_\_ Home Phone: **(###)-###-####**  
Address 1: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_  
Address 2: \_\_\_\_\_ Card Number: **####-####-####-####**  
Address 3: \_\_\_\_\_ Date Contacted MECU: **mm/dd/yy**  
MECU Account Number **###-#####** (120-3030012345) Date Card Blocked: **mm/dd/yy**

**Section 3 - Transactions to Dispute:**

Date	Amount	Merchant	Additional Info
<b>mm/dd/yy</b>	<b>\$##,###.##</b>	_____	_____
<b>mm/dd/yy</b>	<b>\$##,###.##</b>	_____	_____
<b>mm/dd/yy</b>	<b>\$##,###.##</b>	_____	_____
<b>mm/dd/yy</b>	<b>\$##,###.##</b>	_____	_____
<b>mm/dd/yy</b>	<b>\$##,###.##</b>	_____	_____

**Section 4 - ATM Chargeback**

Cash Not Received Requested \$ **###,###.##** Received \$ **###,###.##**  
 Transaction Duplicated  lost or  stolen on **mm/dd/yy** (date)  
 I have not authorized or participated in this transaction in any way. My card was:  
 lost or  stolen on **mm/dd/yy** (date)

**Section 5 - I am disputing the above charge(s) due to the following reason . . .**

Select One {  I have not authorized or participated in this transaction in any way. My card has not been out of my possession.  
 I have not authorized or participated in this transaction in any way. My card was:  
 lost or  stolen on **mm/dd/yy** (date)  
 I have participated in one transaction at the merchant location, but NOT the transaction listed. I was in possession and control of my card at the time of the transaction or someone authorized by me was in control of my card at the time of the transaction. The authorized transaction by me was \$ **##,###.##** on **mm/dd/yy** (date).

**Section 6 - The following explains my dispute:**

I received a price adjustment on the above transaction and it has not appeared on my statement. I have included a photocopy of the credit slip.  
 I certify that only one transaction was made with the above merchant. On my statement, the merchant has processed a second charge on to my account, which I neither participated in nor authorized.

**Section 6 (continued)**

I certify that I participated in the above transaction, but have not received the merchandise. (Describe, in the space below, your attempts to resolve matter with merchant and expected date of delivery.)

I certify that I participated in the above transaction, but have returned the merchandise/canceled services on mm/dd/yy (date) per the merchant's instructions and have not received credit. (Merchant cancellation policies may apply; please provide full details in the additional space provided.)

I contacted the merchant on mm/dd/yy and canceled the monthly recurring transaction. (Merchant cancellation policies may apply; provide full details in additional space provided below.)

I contacted the merchant on mm/dd/yy and canceled my reservation. (Please provide details in the additional space provided below.)

My cancellation number is \_\_\_\_\_.

I was not given a cancellation number.

The shipped merchandise I received is defective. (Describe, in the space below, the defect or damage, attempts to return the merchandise, and the merchant's response.)

The shipped merchandise/services were not as described. (Provide written documentation as to what was not as described. Example: color, quantity)

State the merchandise that was ordered. \_\_\_\_\_

What was the expected delivery date? mm/dd/yy

What date was service or order canceled? mm/dd/yy

Explain, in detail, what is wrong with merchandise or services rendered. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 7 - Required - Statement From Cardholder - (attach additional paper if necessary)**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 8**

\_\_\_\_\_  
Cardholder's Signature

(mm/dd/yy)  
Date