

PARTNERSHIP CARD

Cardholder Card Number:

Name:

Please complete details of the transaction.

Amount(s):

Merchant Name:

Transaction Date :

Please tick the appropriate item(s)

- I confirm neither I, nor any additional cardholder assigned to my account, authorised or participated in the above transaction(s).
- I confirm neither I, nor any additional cardholder assigned to my account, recognises the transaction(s) and every effort has been made to identify the transaction with the issuer and / or the merchant.
- I have cancelled the continuous authority with the merchant on (date) [] but my account is still being charged. (Please enclose a copy of the cancellation letter)
- I did authorise this item but have not received the goods or services. I have contacted, or attempted to contact, the merchant without success. (Please enclose a copy of your sales invoice or receipt - if this is not available, please state why).
- I only authorised one transaction from this merchant for [£] but not the item(s) for [£] (Please enclose a copy of the sales voucher for the transaction you authorised).
- The amount I agreed differs from the amount charged. (Please enclose a copy of your sales voucher. Please note: some hotel and car rental agreements are subject to a Final Audit Clause).
- The item was paid for by other means. I paid by [] but the transaction appears on my Partnership Card statement. (Please enclose a copy of the front and back of the paid cheque or a copy of your cash receipt or copy sales voucher/statement from other credit card).

Signed :
(Primary Cardholder)

Date :

Signed :
(Additional Cardholder)

Date :

Please note: The fee for a Copy Voucher is £5.00. This fee will only be charged if the item proves to be valid and the details shown on your statement are correct. Please post this form to: John Lewis Financial Services Limited, PO Box 5137, Coventry CV3 9EP

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