

# Demand for Amendment of Faulty Credit Entries

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

[Recipient Name]  
[Recipient Title]  
[Company Name]  
[Company Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request the immediate amendment of faulty credit entries on my account [Account Number] held with [Company Name]. Upon reviewing my recent credit report dated [Date of Report], I noticed discrepancies that do not accurately reflect my credit activity.

The specific errors include:

1. [Description of Error 1]
2. [Description of Error 2]
3. [Description of Error 3]

I believe these inaccuracies may be affecting my credit score and, consequently, my ability to [explain any consequences, e.g., obtain loans, secure housing]. I kindly request that these errors be investigated promptly and corrected within a reasonable timeframe.

Please find attached supporting documents that substantiate my claims. Should you require any further information, do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this urgent matter. I look forward to your prompt response.

Sincerely,

[Your Name]