

Credit Report Amendment Appeal

Date: [Insert Date]

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

[Credit Bureau Name]
[Credit Bureau Address]
[City, State, Zip Code]

Dear [Credit Bureau Name],

I am writing to formally request an amendment to my credit report, as I believe there are inaccuracies that need to be addressed. My full name is [Your Full Name], and my Social Security Number is [Last Four Digits of SSN].

Upon reviewing my credit report dated [Insert Date of Report], I noticed the following inaccuracies:

- [Inaccuracy #1: Description]
- [Inaccuracy #2: Description]
- [Inaccuracy #3: Description]

I have enclosed supporting documentation that substantiates my claim, including:

- [Document #1]
- [Document #2]
- [Document #3]

I kindly request that you investigate these discrepancies and amend my credit report accordingly. Please confirm receipt of this letter and inform me of the outcome of your investigation within the 30-day period as mandated by the Fair Credit Reporting Act.

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

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]