

Request for Paid Debt Removal from Credit Report

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Credit Bureau Name]

[Credit Bureau Address]

[City, State, Zip Code]

Dear [Credit Bureau Name],

I am writing to formally request the removal of a paid debt account from my credit report. The details of the account are as follows:

- Account Name: [Creditor's Name]
- Account Number: [Account Number]
- Date of Payment: [Date Paid]
- Amount Paid: [Amount Paid]

As I have settled this debt in full, I kindly ask for the removal of this account from my credit report to reflect my current creditworthiness accurately.

Attached are copies of the payment confirmation and any other relevant documents for your reference.

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

Sincerely,

[Your Name]