

# Notification of Soft Inquiry Removal

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to inform you that we have received your request for the removal of the soft inquiry from your credit report. Upon review, we have processed your request and the soft inquiry has been officially removed as of [Insert Removal Date].

We value your privacy and strive to ensure that your credit report accurately reflects your credit history. If you have any questions or need further assistance, please do not hesitate to reach out to us at [Insert Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]