

# Request for Credit Report Revision

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

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

Dear [Credit Bureau Name],

I am writing to formally request a revision to my credit report. My name is [Your Name], and my Social Security Number is [Your SSN]. I reviewed my credit report recently and found an error that I believe is affecting my credit score.

The specific item I am disputing is [describe the item in question, including account number and details]. I have attached [mention any supporting documents] to support my claim.

I kindly request that you investigate this matter and correct any inaccuracies. I appreciate your prompt attention to this urgent issue.

Thank you for your assistance.

Sincerely,  
[Your Name]