

Request for Verified Credit History

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request a verified copy of my credit history for personal record-keeping purposes. My details are as follows:

Name: [Your Full Name]

Social Security Number: [Your SSN]

Date of Birth: [Your DOB]

Please let me know if any further information is needed to process this request. I appreciate your assistance and look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]