

Inquiry About Unauthorized Access to My Credit Report

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally inquire about an unauthorized access to my credit report that I recently discovered. On [Date you noticed the unauthorized access], I received a notification indicating that my credit report was accessed by your organization without my consent.

As a consumer, I have the right to know who has accessed my credit report and for what purpose. I request that you provide me with detailed information regarding this inquiry, including the date of the access, the purpose of the access, and any related documentation.

Please treat this matter with urgency, as unauthorized access to my credit report may impact my financial standing and privacy. I would appreciate your prompt response within [insert a timeframe, e.g., 30 days] to resolve this matter.

Thank you for your attention to this important issue. I look forward to your timely response.

Sincerely,

[Your Name]