

# Letter of Complaint for Erroneous Credit Report Information

[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 dispute an error on my credit report. My name is [Your Name], and I am requesting a correction for the information that appears inaccurately.

The disputed information relates to [describe the erroneous information, e.g., an account number, the nature of the error, etc.]. According to my records, this information is incorrect because [explain why it is incorrect, and if applicable, mention the correct information].

I have enclosed copies of documents that support my claim, including [list the documents you are including, e.g., account statements, payment receipts, etc.].

Please investigate this matter and correct my credit report as soon as possible. I would appreciate a written response regarding the outcome of your investigation.

Thank you for your attention to this important matter.

Sincerely,  
[Your Name]