

# Error Notification on Credit Report

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Credit Bureau Name]

[Bureau Address]

[City, State, Zip Code]

Dear [Credit Bureau Name],

I am writing to formally notify you of an error I have found on my credit report. My personal information is as follows:

- Name: [Your Full Name]
- Date of Birth: [Your DOB]
- Social Security Number: [Last Four Digits]

Upon reviewing my credit report, I noticed the following error:

- Account Name: [Account Name]
- Account Number: [Account Number]
- Error Description: [Describe the error]

According to the Fair Credit Reporting Act, I am entitled to dispute inaccuracies in my credit report. I kindly request that you investigate this matter and correct any errors found.

Enclosed are copies of [list any enclosed documents, e.g., bills, statements] that support my claim.

Please inform me of the outcome of your investigation as soon as possible. Thank you for your attention to this matter.

Sincerely,

[Your Name]