

# Claim for Credit Report Alteration

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Credit Reporting Agency Name]

[Agency Address]

[City, State, Zip Code]

Subject: Request for Credit Report Alteration

Dear [Credit Reporting Agency],

I am writing to formally request an alteration to my credit report. Upon reviewing my credit report dated [Date of Credit Report], I found discrepancies that require your attention.

The following items are inaccurate:

- [Description of Inaccurate Item 1]
- [Description of Inaccurate Item 2]
- [Description of Inaccurate Item 3]

I have attached copies of relevant documentation that support my claim. I kindly ask you to investigate these inaccuracies and update my credit report accordingly.

Thank you for your prompt attention to this matter. I look forward to your response.

Sincerely,

[Your Name]