

Inquiry for Credit Report Adjustment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

To Whom It May Concern,

I am writing to formally request an investigation and adjustment of my credit report. I recently obtained a copy of my credit report and noticed discrepancies that I believe are incorrect.

The items in question are as follows:

- Account Name: [Insert Account Name] - [Details of Discrepancy]
- Account Name: [Insert Account Name] - [Details of Discrepancy]
- Account Name: [Insert Account Name] - [Details of Discrepancy]

I have attached supporting documentation to substantiate my claim. I kindly ask that you review this information and make the necessary adjustments to my credit report.

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

Sincerely,

[Your Name]