

# Letter of Appeal for Incorrect Credit Reporting

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email Address]

[Your Phone Number]

[Credit Reporting Agency Name]

[Agency Address]

[City, State, ZIP Code]

Dear [Credit Reporting Agency Name],

I am writing to formally appeal the inaccurate information that has been reported on my credit report. My name is [Your Full Name], and my Social Security Number is [Last Four Digits of SSN] (if applicable).

Upon reviewing my credit report, I discovered the following incorrect information: [Describe the inaccurate information, including account numbers, dates, and nature of the error]. I believe this entry is incorrect because [Explain reason for disputing the entry, including any supporting details].

I have attached copies of relevant documentation to support my appeal, including [list documents such as previous statements, letters from creditors, etc.]. I kindly request that you investigate this matter and correct my credit report accordingly.

Please confirm the receipt of this letter and provide me with updates regarding the status of my appeal. I appreciate your prompt attention to this matter.

Sincerely,

[Your Name]