

Your Name

Your Address

City, State, Zip Code

Email Address

Phone Number

Date

Credit Bureau Name

Credit Bureau Address

City, State, Zip Code

Subject: Follow-Up on Credit Information Rectification Request

Dear [Credit Bureau Name],

I am writing to follow up on my previous request submitted on [insert date of initial request] regarding the rectification of inaccuracies in my credit report. My name is [Your Name] and my Social Security Number is [XXX-XX-XXXX].

As per my earlier correspondence, I identified discrepancies related to [briefly describe the inaccuracies]. I provided supporting documentation to validate my claims and request for correction.

It has been [insert time frame] since my initial inquiry, and I have yet to receive a response. I understand that these processes can take time, but I am concerned about the impact this may have on my credit score.

Could you please provide me with an update on the status of my request? I appreciate your prompt attention to this matter.

Thank you for your assistance.

Sincerely,

[Your Name]