

Inquiry for Credit Report Access

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request access to my credit report in accordance with the Fair Credit Reporting Act (FCRA). My details are as follows:

Name: [Your Full Name]

Social Security Number: [Your SSN]

Date of Birth: [Your Date of Birth]

Address: [Your Current Address]

I would appreciate your assistance in sending me a copy of my credit report for review. This will help me ensure the accuracy of my information and address any potential discrepancies.

Please let me know if you require any further information or documentation to process my request. I look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]