

Credit Report Update Appeal

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Credit Bureau Name]

[Credit Bureau Address]

[City, State, Zip Code]

Subject: Appeal for Credit Report Update

Dear [Credit Bureau Name],

I am writing to formally appeal the accuracy of information contained in my credit report dated [Insert Date of Report]. My name is [Your Full Name], and my Social Security Number is [Last Four Digits of SSN].

Upon reviewing my credit report, I have found the following discrepancies:

- [Description of the discrepancy 1]
- [Description of the discrepancy 2]

I have enclosed copies of [mention any supporting documents] to support my claim. I kindly request that you review this information promptly and make the necessary updates to my credit report.

Thank you for your attention to this matter. I would appreciate your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]