

Payment History Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Credit Counseling Agency or Lender's Name]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to request an update on my credit report regarding the history of my payments for my account #[Account Number].

Due to [reason for request, e.g., discrepancies found in credit report, need for verification, etc.], I would like to ensure that my payment history is accurately reflected in my credit report. Please provide me with a detailed statement of my payment history, including any missed payments, late fees, or changes in payment terms.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]