

# Goodwill Deletion Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Creditor's Name]

[Creditor's Address]

[City, State, Zip Code]

Dear [Creditor's Name],

I hope this message finds you well. I am writing to respectfully request a goodwill deletion of a missed payment on my account [Account Number] that occurred on [Missed Payment Date].

Due to [brief explanation of the situation, e.g., unforeseen circumstances], I was unable to make the payment on time. I take my financial obligations seriously and have been consistently making payments since that time.

Given my positive payment history and the circumstances surrounding the missed payment, I kindly ask that you consider removing this missed payment from my credit report. This would greatly assist me in maintaining my financial health.

Thank you for considering my request. I appreciate your understanding and support. Please feel free to contact me at your convenience should you need any more information.

Sincerely,

[Your Name]