

# Credit Score Assessment Request

Date: [Insert Date]

To,

[Recipient's Name]

[Recipient's Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally request an assessment of my credit score as I am planning to [insert purpose, e.g., apply for a loan, mortgage, etc.]. I understand that a comprehensive review of my credit history is essential in determining my eligibility.

My personal details are as follows:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Social Security Number: [Your SSN]
- Current Address: [Your Current Address]

I would appreciate it if you could provide me with a copy of my credit report, along with a detailed explanation of my current credit score and any factors affecting it. If there are any fees associated with this request, please inform me in advance.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Phone Number]

[Your Email Address]