

# Credit Reporting Dispute Letter

Your Name  
Your Address  
City, State, Zip Code  
Email Address  
Phone Number  
Date

Credit Reporting Agency  
Agency Address  
City, State, Zip Code

Dear [Credit Reporting Agency],

I am writing to formally dispute the following incorrect credit inquiries that appear on my credit report.

1. Inquiry Date: [Date of Inquiry] - Company Name: [Company Name]
2. Inquiry Date: [Date of Inquiry] - Company Name: [Company Name]

I believe these inquiries are inaccurate because [explain reason for dispute]. I have not authorized these inquiries, and I request that you conduct an investigation into this matter.

Enclosed are copies of relevant documents supporting my claim, including [list any enclosed documents, if applicable]. I would appreciate your prompt attention to this matter and request a response within 30 days.

Thank you for your assistance.

Sincerely,  
[Your Name]