

Request for Credit History Correction

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Credit Bureau Name]

[Credit Bureau Address]

[City, State, Zip Code]

Dear [Credit Bureau Name],

I am writing to formally request a correction to my credit history. My name is [Your Full Name], and my Social Security Number is [Your SSN]. I have discovered an error in my credit report dated [Date of Credit Report] that I would like to address.

The specific error is as follows: [Describe the error in detail, providing any necessary account numbers or dates].

I have attached supporting documentation to substantiate my claim, including [list documents, e.g., statements, letters, etc.]. I kindly request that you investigate this matter and correct my credit history accordingly.

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

Sincerely,

[Your Signature]

[Your Printed Name]