

Notification of Credit Reporting Errors

Your Name: [Your Name]

Your Address: [Your Address]

City, State, Zip: [City, State, Zip]

Email: [Your Email]

Date: [Date]

Subject: Notification of Discrepancies in Credit Report

To Whom It May Concern,

I am writing to formally notify you of inaccuracies found in my credit report. Upon reviewing my credit file, I have identified the following errors that I believe require immediate attention:

- Account Name: [Account Name] - Reported Balance: [Reported Balance] - Actual Balance: [Actual Balance]
- Account Name: [Account Name] - Late Payment Reported: [Date] - Should Not Be Reported
- Account Name: [Account Name] - Account Status: [Status] - Should Be [Correct Status]

I request that you investigate these discrepancies and take appropriate action as soon as possible. I have attached copies of relevant documents to support my claim.

Please confirm receipt of this letter and provide updates on the status of my request. I appreciate your prompt attention to this matter.

Sincerely,

[Your Name]