

# Request for Correction of Duplicate Debts

Date: [Insert date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request a review and correction of what appears to be duplicate debts listed in my account with your organization. The details of the accounts in question are as follows:

- Account Number: [Account Number 1] - Amount: [Amount 1]
- Account Number: [Account Number 2] - Amount: [Amount 2]

Upon reviewing my records, I have noticed that both accounts represent the same debt, leading to an erroneous duplication. I kindly request your assistance in resolving this matter at your earliest convenience.

Attached are copies of the relevant documents for your review. I appreciate your prompt attention to this issue and look forward to your response.

Thank you for your cooperation.

Sincerely,

[Your Name]