

Credit Dispute Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Credit Bureau Name]

[Credit Bureau Address]

[City, State, Zip Code]

Subject: Dispute of Duplicate Entries on Credit Report

Dear [Credit Bureau Name],

I am writing to formally dispute certain information in my credit report as provided by your agency. I have recently obtained a copy of my credit report and noticed duplicate entries that are adversely affecting my credit score.

The entries in question are as follows:

- Account Name: [Account Name]
- Account Number: [Account Number]
- Reported Balance: [Reported Balance]
- Date Opened: [Date Opened]

I believe these entries are duplicates of the same account listed twice, and as such, they should be corrected to reflect accurate information. Please find attached copies of my credit report highlighting the duplicate entries.

According to the Fair Credit Reporting Act, I request that you investigate this matter and rectify my credit report accordingly. Please notify me of the results of your investigation.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]