

Personal Credit Report Dispute Letter

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email Address]

[Today's Date]

To:

[Credit Bureau Name]

[Credit Bureau Address]

[City, State, ZIP Code]

Subject: Dispute of Incorrect Information on My Personal Credit Report

Dear [Credit Bureau Name],

I am writing to dispute the accuracy of information contained in my personal credit report. I have thoroughly reviewed my report, and I have identified the following discrepancies:

1. **Account Name:** _____
Account Number: _____
Disputed Information: Incorrect account status.
Explanation: The account shows as "delinquent," whereas it was paid on time.
Action Requested: Please update the status to reflect accurate information.
2. **Account Name:** _____
Account Number: _____
Disputed Information: Duplicate entry.
Explanation: This account is listed twice with different amounts.
Action Requested: Kindly remove the duplicate entry.

I have attached copies of relevant documents, including my driver's license and bank statements, to support my dispute. Please conduct an investigation and correct the errors at your earliest convenience.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Contact Number]