

Date:

Your first name & last name

Your current address

City, State, Zip code

Name of company

Companies address

City, State, Zip code

REF: (This information should be your reference number or your account number)

Dear (Name of Company):

I am very concerned regarding the serious possibility that you have not followed the permissible purpose provisions of the federal FCRA. A credit inquiry for you, (Name of company), was placed within my Experian credit file on (Date of inquiry). The Act specifies that you must document your reasons for requesting my report and, when in error, remove them as well. I am depending upon (Name of company) to follow the statute: Either provide documentation that the law was followed by researching the matter at once or remove this offending inquiry as soon as possible.

Yours truly,

(Your Signature)

Type your name