

Instruction: This is a model letter. Adapt to fit your facts and circumstances.

Return address:
Name
Address Line 1
Address Line 2
City, State Zip Code

Date

Name
Company
Address Line
City, State Zip Code

Re: Request for Free Credit Report

To Whom It May Concern:

I am requesting a free copy of my credit report due to the fact that I have been denied credit within the last 60 days. Please mail the report to the return address listed above.

Sincerely,

N A M E