

Removal after agency confirms mistake

Subject: Removal of Incorrect Collection Account

Dear [Collection Agency],

Thank you for confirming that the collection account under my name, account number [Account Number], was reported in error. I appreciate your acknowledgment and now kindly request that you update all major credit bureaus to delete this entry from my file.

Please provide a written confirmation once the correction has been made.

Sincerely,

[Your Name]

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