Formal dispute of duplicate entries

Subject: Request for Removal of Duplicate Accounts

Dear [Credit Bureau Name],

Upon reviewing my credit report, I found that the same account appears twice under slightly different account numbers. This duplication unfairly affects my credit score.

Please review and remove the duplicate entry while keeping the accurate one on file. I have attached a copy of my credit report highlighting the duplicates for your convenience.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

Get more templates here: https://www.lettersandtemplates.com/letters/credit-clean-up-letters