

Annual Free Credit Report Request

Subject: Request for Annual Free Credit Report

Dear [Credit Bureau Name],

Under the Fair Credit Reporting Act, I am entitled to receive one free copy of my credit report from your agency every 12 months. I am writing to request my free annual credit report.

Please send my complete credit report to the address listed below:

Full Name: [Your Full Legal Name]

Date of Birth: [MM/DD/YYYY]

Social Security Number: [XXX-XX-XXXX]

Current Address: [Your Complete Mailing Address]

Previous Address (if moved recently): [Previous Address]

I prefer to receive my report by [mail/online access]. If mailing, please send it to the address above.

If there are any questions or if you need additional information to verify my identity, please contact me at:

Phone: [Your Phone Number]

Email: [Your Email Address]

Please process this request within the timeframe required by law (15 days) and confirm receipt of this letter.

Thank you for your assistance.

Sincerely,

[Your Signature]

[Your Printed Name]

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