

Formal Credit Inquiry Removal Letter

Subject: Request to Remove Unauthorized Credit Inquiry

Dear [Credit Bureau Representative],

I am writing to formally request the removal of an unauthorized credit inquiry from my credit report.

Upon reviewing my credit file, I noticed an inquiry from [Name of Creditor or Company] dated [Date].

I did not authorize this inquiry nor have I had any recent dealings with this company.

Under the Fair Credit Reporting Act (FCRA), I have the right to dispute any information on my credit report that I believe is inaccurate or unauthorized. Therefore, I kindly request that this unauthorized inquiry be investigated and removed promptly.

Please provide a written confirmation once the inquiry has been deleted from my report. Thank you for your attention to this matter.

Sincerely,

[Your Full Name]

[Your Address]

[Your Contact Information]

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