

Credit Inquiry Removal Letter for a Mistaken Employer Check

Subject: Request for Removal of Erroneous Employer Credit Inquiry

Dear [Credit Bureau Name],

I recently discovered that my current or potential employer, [Employer's Name], conducted a hard credit inquiry on [Date]. My understanding is that employment background checks should only appear as soft inquiries.

I respectfully request that this inquiry be reviewed and reclassified as a soft inquiry or removed if it was made in error. Please confirm once the correction has been completed.

Thank you for your assistance.

Sincerely,

[Your Name]

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