

Concise and clear explanation for creditors

Subject: Explanation for Credit Report Derogatory Item

Dear [Lender],

This letter serves to explain the derogatory mark appearing on my credit report for [account name].

The issue occurred due to [reason: e.g., temporary financial difficulty, medical bills] in [year/month].

Since then, I have [steps taken to resolve the issue]. I respectfully ask that this explanation be taken into account when reviewing my credit history.

Thank you for your time.

Sincerely,

[Your Name]

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