

## **Remove 7-Year-Old Information From Your Credit Report Sample Letter**

Date

Your Name

Street Address

City, State Zip

Name of Credit Bureau

Street Address

City, State Zip

To: Customer Service Dept.

I have recently received a copy of my credit report as maintained by your reporting agency. The report I received contains information that is more than seven years old. Per the Fair Credit Reporting Act, I understand that you are responsible for deleting this information from my record. Please delete the following:

(List the name of the creditor here)

(List the creditor code here)

(List the account number here)

After your investigation is completed, please send me an updated copy of my credit report.

Sincerely,

(Your signature here)

(Your typed name here)

(Your social Security number here)

(Your date of birth here)