

#14: REQUEST ADDITIONAL INFORMATION

Credit Bureau Name & Address

Date

Subject: Request for Additional Information

Name

Address

Telephone Number

Social Security Number

I recently received a copy of my credit report from you, and I found that certain information was missing. Please add the following to my credit history. I have enclosed herewith copies of documents which verify the additions.

Once this request has been processed, please send me a corrected and updated credit report.

Sincerely,
(You signature)

Typed Name

You may type your name, address, and phone number at the top as your letterhead, or you may type in here in this space.