

Follow-up Letter after Initial Contact

Your Name _____

Your Address _____

Your SSN _____

Credit Bureau's Name _____ Date _____

Credit Bureau's Address _____

Dear Sir/Madam,

This letter is a formal notice that you have failed to respond to my dispute letter dated _____. I have sent the initial letter via registered mail and enclosed a copy of the return receipt that you've signed on _____.

As per Federal Law, you are expected to respond within 30 days. However, it's been over 30 days you have received my dispute letter. You must be aware that failure to comply with this is an act of violation of the Fair Credit Reporting Act and thus, it may be investigated by the FTC.

I am also aware that you may have misplaced my letters or have failed to respond to my letter because of an oversight as you already receive high volume of dispute letters on a daily basis. However, I'm sure you would like to handle this issue asap and help me out. I have attached a copy of my original request and proof of the inaccurate item placed on my credit report. Please verify the information and send me your response at the earliest.

Yours sincerely,

Your Signature

Your Name