

[First Name] [Middle Name] [Last Name] [Name Suffix]
[StreetAddress]
[City], [State] [ZipCode]

DATE

Trans Union LLC
P.O. Box 1000
Chester, PA 19022

To Whom it May Concern:

This letter is made in accordance with the Federal Fair Credit Reporting Act. I hereby request a full disclosure of my credit file. Please include all sources for the information, as well as complete records of any dissemination of credit information to any parties by any sources.

The following is additional information you may need to process my request:

My Full Name: [First Name] [Middle Name] [Last Name] [Name Suffix]
My Social Security Number: [SSN]
My Date of Birth: [Month] [Day], [Year]
My Current Address: [StreetAddress], [City], [State] [ZipCode]
My Home Phone Number: [phone]
My Current Employer: [Employer]

I have also enclosed a copy of my government issued identification and a recent copy of a utility bill in my name.

[First Name] [Middle Name] [Last Name] [Name Suffix]