

head>

[Your Company Name]  
[Your Company Address]  
[City, State, Zip Code]  
[Date]

Consumer Financial Protection Bureau  
1700 G Street NW  
Washington, DC 20552

Re: Notification of HMDA Data Correction for Calendar Year [Year]

To the CFPB HMDA Operations Team:

This letter serves as formal notification that [Your Company Name] (LEI: [Your LEI Number]) has identified errors in its Home Mortgage Disclosure Act (HMDA) data previously submitted for the [Year] calendar year.

Upon internal review, it was determined that [briefly describe the nature of the error, e.g., certain loan purpose codes were misclassified or income figures were incorrectly rounded]. The error affected [Number] total entries on our Loan/Application Register (LAR).

We have taken the following corrective actions:

- Conducted a full audit of the affected data fields.
- Corrected the specific data points within our internal systems.
- Prepared a revised LAR file for resubmission.

We are resubmitting our corrected data via the HMDA Platform as of [Date]. We have also implemented [briefly mention one internal control, e.g., enhanced training or automated validation checks] to prevent similar errors in the future.

Please contact [Name of Contact Person] at [Phone Number] or [Email Address] if you require further information regarding this correction.

Sincerely,

[Signature]  
[Name of Authorized Officer]  
[Title]  
[Your Company Name]