

[Your Name]  
[Your Address]  
[Your Phone Number]  
[Your Email]

[Date]

[Lender/Bank Name]  
[Lender Address]  
[City, State, Zip Code]

**RE: Letter of Explanation for Recent Credit Inquiries**

To Whom It May Concern,

I am writing this letter to provide an explanation regarding the recent inquiries on my credit report as requested for my [Loan/Mortgage] application.

The inquiries listed between [Start Date] and [End Date] were for the following reasons:

- **[Date of Inquiry] - [Creditor Name]:** [Reason, e.g., Shopping for a competitive auto loan rate].
- **[Date of Inquiry] - [Creditor Name]:** [Reason, e.g., Comparison shopping for a mortgage].
- **[Date of Inquiry] - [Creditor Name]:** [Reason, e.g., Applying for a credit card to utilize travel rewards].

Please note that regarding these inquiries:

[Select one: I did not open any new credit accounts as a result of these inquiries / I opened one new account with [Bank Name] with a limit of \$[Amount], and no other debt was incurred.]

I can confirm that I have not taken on any additional undisclosed debt that would impact my debt-to-income ratio for this application. My financial situation remains stable, and I am fully capable of managing the obligations of the loan I am currently seeking.

Please let me know if you require any further documentation or clarification.

Sincerely,

[Your Signature]  
[Your Printed Name]