

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

[Date]

[Lender Name]
[Lender Address]

RE: Letter of Explanation for Recent Credit Inquiries

To Whom It May Concern,

I am writing this letter to provide an explanation for the recent credit inquiries appearing on my credit report dated between [Start Date] and [End Date].

The inquiries from the following companies were made for the reason(s) stated below:

- **[Company Name 1]:** [Reason - e.g., Comparison shopping for a mortgage/auto loan.]
- **[Company Name 2]:** [Reason - e.g., Applying for a utility account for a new residence.]
- **[Company Name 3]:** [Reason - e.g., Requesting a credit limit increase on an existing account.]

Please note that these inquiries do not represent new debt. [Optional: I ultimately chose not to open new accounts with these providers / These were part of a rate-shopping process for the loan I am currently applying for with your company].

My financial situation remains stable, and I am committed to maintaining my current credit standing. If you require any additional documentation or further clarification, please do not hesitate to contact me.

Thank you for your time and consideration of my application.

Sincerely,

[Your Signature]
[Your Printed Name]