

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Phone Number]  
[Your Email]

[Date]

[Recipient Name or Department]  
[Company Name]  
[Address]  
[City, State, Zip Code]

**RE: Notice of Wrong Party Identification and Dispute Resolution Outcome**  
**Reference Number:** [Account or Case Number]

To Whom It May Concern,

I am writing to formally notify you that I have been incorrectly identified as the responsible party regarding the aforementioned account/matter. After reviewing your records, I have determined that I am not the individual or entity liable for this obligation.

Please be advised that a formal dispute was initiated on [Date] regarding this identification. Following an internal review of the documentation provided, the resolution outcome is as follows:

- **Verification Status:** Failed. The identity details (SSN/Tax ID/DOB) do not match the undersigned.
- **Resolution:** The claim against me has been dismissed.
- **Action Required:** Please cease all collection activities and remove my name from all associated records immediately.

I request written confirmation within [Number of Days, e.g., 10] business days stating that your records have been updated to reflect that I am not the responsible party and that this matter is closed regarding my identity.

Failure to correct this error may result in further legal action to protect my credit and reputation.

Sincerely,

[Your Signature]

[Your Printed Name]