

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

Date: [Current Date]

[Creditor/Lending Institution Name]
[Department Name, if applicable]
[Address]
[City, State, Zip Code]

RE: Request to Update Disputed Status with Credit Bureaus
Account Number: [Your Account Number]

To Whom It May Concern,

I am writing to formally request that you update the reporting status of the above-referenced account with all major credit reporting agencies (Equifax, Experian, and TransUnion).

As of [Date], the dispute regarding [briefly state the specific item, e.g., a late payment or balance error] has been [resolved/concluded]. However, my current credit reports still indicate that this account is "Under Dispute." This status is negatively impacting my ability to obtain new credit and is an inaccurate representation of the current state of this account.

Please immediately notify all three major credit bureaus that the dispute has been resolved and request that they remove the "Account in Dispute" remark from my credit profile.

I have enclosed [list any supporting documents, such as a resolution letter or proof of payment] for your records. Please provide me with written confirmation once you have sent this update to the bureaus.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]