

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

[Date]

[Police Department Name/Law Enforcement Agency Name]
[Department Address]
[City, State, Zip Code]

Subject: Request for Identity Theft Report / Filing of Official Complaint

To the Police Department,

I am writing to formally report that I have been a victim of identity theft. I am requesting a formal police report to provide to creditors and credit reporting agencies to dispute fraudulent activity.

The details of the incident are as follows:

- **Full Legal Name:** [Your Full Name]
- **Date of Birth:** [Your Date of Birth]
- **Social Security Number (Optional):** [Your SSN]
- **Date Incident Discovered:** [Date]
- **Description of Fraudulent Activity:** [Briefly describe accounts opened or charges made without your permission]

I have attached copies of the following supporting documentation: [List documents, e.g., FTC Identity Theft Affidavit, bank statements, or credit reports showing unauthorized items].

Please provide me with a copy of the official police report or a report case number. This documentation is required for me to exercise my rights under the Fair Credit Reporting Act to clear my credit record.

Thank you for your assistance in this matter.

Sincerely,

[Your Signature]

[Your Printed Name]