



Letter for name change request on credit report

Form letter for changing personal information on your credit report

Names can change throughout the course of a lifetime. To ensure accurate credit reporting, inform the credit bureaus of the change. You want them to know you're the same person you were pre-name change.

Remember, in addition to changing your name on financial accounts, you also need to let Uncle Sam know; your [Social Security card](#) needs to reflect your new moniker.

Personalize the form letter below by entering your specifics in the **areas in red**. You can print out this Web page and make your changes by hand or copy the body of the letter and paste it into a document where you can make your changes on your PC.

If you prefer to see a .pdf version of the letter, [click here pdf version](#). Or you can get it in .txt format by [clicking here text version](#). (Copy the body of the letter and paste it into a document where you can make your changes on your PC.)

Letter for changing personal information

Date

[Equifax](#)

P.O. Box 740256
Atlanta, GA 30374

[TransUnion LLC](#)

P.O. Box 2000
Chester, PA 19022

[Experian](#)

National Consumer Assistance Center
P.O. Box 2002
Allen, TX 75013

Re: Request to change name on credit report

Dear Sir or Madam:

My credit information with your company current is currently held under my previous name: **Full previous name**. However, I have recently changed my name and now am legally known as: **Full new name**.

This letter is my formal request that you change your records to reflect my new legal name. In addition to my new name, your data should indicate my new address. Below I have listed,

along with my Social Security number, my prior name and previous address and my new name and address to which my records should be changed:

Pre-marriage information	Married information
Full previous name	New name
Social Security number	Social Security number
Old mailing address	New mailing address
City, State and ZIP Code	City, State and ZIP Code

If you have any questions about these changes, you can contact me by mail at my new address or by telephone at **work phone number** during business hours.

I also am enclosing a copy of my **marriage license / divorce decree / Certificate of Naturalization / court order**. This will verify my name change and ensure accurate spelling on my updated credit report.

Thank you for your prompt attention to my request.

Your Signature
Your Typed Name
Your Address
City, State and ZIP Code

Enclosure: **Marriage license / Divorce decree / Certificate of Naturalization / Court order (copy)**