Credit Report Dispute Form

Instructions:
- Provide the requested information in the below blanks;
- Include a copy of the page of the credit report that you are disputing;
- Provide copies of any other documentation you believe supports the dispute;
- Sign the form; and
- Mail the completed form with copies to the address listed below.

Contact Information - Required
Name: _____________________________________________
Address: __________________________________________
City: ______________________________________State:_________Zip:__________
Phone: __________________________Email:____________

Dispute Information - Required
Business Name:_____________________________________ ___________________________
Business Address:__________________________________ ______________________________
Business City: ____________________________State:__ ____________________Zip:__________
Account Number: ___________________________ Loan Number: _______________________

This information on the Credit Report is inaccurate because (check the appropriate box below):
_ This is not my account.       __ This account is in bankruptcy
_ I am a victim of identity theft. __ This account is closed
_ I have never paid late.       __ I have paid this account in full
_ I paid this before it went to collection or before it was charged off.
_ Other:__________________________ _____________________________________________

Have you previously made this dispute: ___YES       _NO       If yes, please explain:
___________________________________________________ _______________________________
___________________________________________________ _______________________________

Signature: ___________________________________________ Date:____________

Please include a copy of the page of the credit report that contains the item you are disputing. DO NOT SEND THE ENTIRE CREDIT REPORT

Other Documentation
If you have any other documentation that you want to provide to support the dispute, please only send copies of the documentation. Examples of documentation:

- For a bankruptcy: Chapter 7, 11, or 13 case number, district, and date filed
- For identity theft: police report and/or affidavit(s)
- Cancelled checks
- Correspondence about the account
- If you have spoken to us about the account, the name of the Commerce employee and date of the conversation

Mail
SBA Commercial Credit Disputes
1000 Walnut, BB4-4
Kansas City, MO 64106
Fax#: 816-760-8760

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