Date:

To

[The Recipient Name]  
[Address]

**Re. Letter of Soft Credit Inquiries**

Dear Jenifer,

We have received your application for the car loan on 18-06-21 on the CLG program of CYC Financial company of Private Limited. MDG Investors and Financial Security Plans, on behalf of our company, have evaluated your application and credit report composed and compiled by the scrutiny committee formed by the partial coordination of both companies.

The committee has found a few objectionable points and thus reluctant in granting approval for the car loan applied. The credit report has pointed out different irregularities in your credit payments. Furthermore, it has been observed that your account beheld debit crash also resulted in your instant account closure in Lynx Western Bank Florida.

This two-statement inquiry has been received as disagreeable and negotiable. The polarity in the documents submitted with application no. 3423 and the credit reporting have slowed down the company’s procedure on your loan approval. To speed up the procedure, you need to write a letter of explanation on these statements brought up by the credit inquiry report and revoke the points by providing authorized proofs.

After one week of no response, your application shall be canceled, and no process shall be undertaken. According to the Fair Credit Reporting Act, this credit inquiry does not impact your credit score in any way. You can get more information by contacting our team of operations at [WEBSITE] or call us at +1-[X] to make an appointment with our operations manager for a meeting on this concern.

Regards

David Janson  
Manager, General Accounts and Scrutiny Wing  
CYC Finance Company of PVT. LTD.  
1540-F 7th floor SK Tower Boston  
CA, USA