

**Sample letter form**

**Date:**

**Address of credit reporting agency**

**I would like to place a security freeze on my credit file. My complete name is \_\_\_\_\_.**

**My current address is \_\_\_\_\_.**

**If I have lived at the above address less than one year, my former address was \_\_\_\_\_.**

**My social security number is \_\_\_\_\_.**

**Circle one: I am an identity theft victim and I enclose a copy of my federal trade commission victim's affidavit or police report.**

**Or: I am a concerned consumer. [Note: There is no fee for a first freeze request. If this is your second or subsequent request, a fee of \$5 is required].**

**(If fee is required) Attached is my payment for the freeze.**

**Credit card number:**

**Expiration date:**

**Money order number:**

**Check number:**

**Attached is the required documentation (i.e., proof of being an identity theft victim).**

**Very truly yours,**