

Credit Report Review Checklist

Your counselor or attorney may pull your credit report in the counseling process. It is very important to review it carefully.

- You can download your free credit reports from all three major agencies once a year at www.annualcreditreport.com or by calling (877) 322-8228.
- Sign up for a free www.creditkarma.com account to monitor your credit score.

Your credit report contains a lot of personal and financial information. Be sure to keep any hard copies of your credit reports in a safe and secure place. If you do not want to keep your credit reports, be sure to shred them before getting rid of them.

- Is your name correct? Is your Social Security number correct?**
- Is your current address correct? Is your current phone number correct?**
- Are the previous addresses they have listed for you correct?**
- Is your marital status listed correctly?**
- Is the employment history they have listed for you accurate?**
- Is there anything listed in the public record information? Is it correct?** Highlight the information you think may not be correct.
- Review each item under the credit account (trade account) section. **Are the accounts on the list still open?**
- Are all of the current balances correct?**
- Are accounts where you are an authorized user or joint owner listed?**
- Are zero balances recorded for debts you paid in full? For debts discharged in bankruptcy?**

An estimated 25% of people in the U.S. have mistakes on their credit reports.

If there are mistakes, you are the only one who is likely to find them.

- ❑ **Are you listed as a co-signer on a loan? Is this correct?**
- ❑ **Are accounts that you closed listed as “closed by the consumer”?**
- ❑ **Is negative information reported on each credit account correct?** Look for late payments and missed payments. Highlight those items you think are not correct.
- ❑ **Are any accounts listed more than once?** Check to make sure the same account is not listed multiple times in the collections section.
- ❑ **Is old negative information still being reported?** If yes, highlight the information that has exceeded the negative information reporting limit, which is usually seven years.
- ❑ **Do you suspect that you have been the victim of identity theft after reviewing your credit reports?**

If you find something wrong with your credit report, you should dispute it (see [Steps to Filing a Dispute](#)). To correct mistakes, it can help to contact both the credit reporting company and the company who reported the mistake.

This checklist is adapted from the Consumer Financial Protection Bureau’s Your Money Your Goals toolkit.