Application for Personal Credit Report

New Zealand

There are two options for ordering your Personal Credit Report (Tick one box only)

☐ **Fast Track service** - Have your personal credit report processed and Express posted to you within one business day of its receipt at our office at a cost of $10.00 (Inclusive of GST)

☐ **Standard service** - Your personal credit report will be mailed to you in 3 business days of having received your request free of charge

Regular updates of your personal credit report is the most effective way you can protect yourself against identity theft and fraud. Upgrade to D&B's **Credit Alert** and know each time your personal credit report changes. Please visit www.checkyourcredit.co.nz to order a **Credit Alert**.

YOUR PERSONAL DETAILS

This information is necessary to verify your identity. Complete personal details will ensure an accurate check for your individual Credit Report.
* = mandatory fields. Please print in BLOCK LETTERS.

In addition to completing the form, you will need to provide the following documents to verify your identity:
1. A copy of your Driver's Licence or Passport or Birth Certificate or Proof of Age card; AND
2. A copy of a document issued by an official body (such as a utility bill or bank statement)

Please note, if the information you supply is not sufficient to enable your identity to be verified, D&B may contact you to request identity documentation.

First Name*		Salutation*	☐ Mr ☐ Mrs ☐ Miss ☐ Ms
Middle Name		Date of birth*	DD / MM / YY
Surname*		Gender*	☐ Male ☐ Female
Any other First Names you have used			
Any other Surnames you have used			
Current Employer Name			

Contact Information (At least one number is required to assist us with processing your request)	Home		Mobile		Work				
	Email								
Current Residential Address	Unit No.		Street No.*		Street Name*				
	Suburb*		Town/City*		P/code		At this address since	DD / MM / YY	
1st Previous Residential Address	Unit No.		Street No.		Street Name				
	Suburb		Town/City		P/code		At this address since	DD / MM / YY	
2nd Previous Residential Address	Unit No.		Street No.		Street Name				
	Suburb		Town/City		P/code		At this address since	DD / MM / YY	

Your Consumer Credit File will be delivered to the address supplied above or please supply an alternative delivery address below.

Alternative Delivery Address	Unit No.		Street No.		Street Name	
	Suburb		Town/City		P/code	

☐ I confirm that I am requesting a copy of my own personal credit report and the details and documentation supplied to identify me are true and correct. Please complete and sign this application form and send to Dun & Bradstreet – Attention: Public Access Centre –PO Box 9589 Newmarket - AUCKLAND

Signature		**Date**	DD / MM / YY
Office use only Consumer Reference No	___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___		

I authorise D&B to charge my credit card for the amount of $10 (Inclusive of GST)

Cardholder Signature	

PRIVACY STATEMENT

Dun & Bradstreet (New Zealand) Ltd - GST REG. 50 144 879 PO Box 9589 Newmarket and DBCC Pty Ltd PO Box 9589 Newmarket collects personal information about the individual to whom this letter has been addressed (you) for the purpose of ensuring that you are requesting a copy of your own Consumer Credit File. The supply of information helps us to locate your credit file, should details not be complete we may need to contact you for further information. Generally, D&B will allow you to access information D&B holds about you by contacting D&B's Public Access Centre on telephone number 0800 733 707. If you choose to receive a copy of your Consumer Credit file quickly, via the Fast Track Service, D&B will charge a small administrative fee. Sometimes D&B will refuse to give you access to information. If it does it will provide you with the reason for its decision. D&B do not include your "Valid Proof of Identification" onto your Consumer Credit File. The supply of this information is for identity verification and administration purposes. D&B encourages individuals to advise D&B if you believe any of the information we hold on file about you is inaccurate. D&B's website advises you of our correction process and complaints procedure and contains a Summary of Rights. D&B may disclose information contained in your credit file to subscribers of D&B services, including credit providers.

D&B Public Access Centre - PO Box 9589 Newmarket – AUCKLAND - www.checkyourcredit.co.nz
Tel 0800 362 222 - Fax 09 309 2050 - Email pacnz@dnb.co.nz
DUN & BRADSTREET (New Zealand) LTD – GST REG. 50 144 879 | DUNS 59 033 3696

PAYMENT DETAILS (For Fast Track service only)

☐ Cheque (enclosed) **or** Charge my ☐ MasterCard ☐ Visa ☐ Amex

Credit Card no	☐☐☐☐ - ☐☐☐☐ - ☐☐☐☐ - ☐☐☐☐		
Cardholder Name		Expiry Date	MM / YY

Make cheque payable to D&B : **Dun & Bradstreet**