



Consumer Credit File – Suppression Request

New Zealand

Suppression Request Type Tick one box only

Initial Request – Must be made prior to making any other type of suppression request. Consumer Credit File is suppressed for 10 working days.

Extension Request* – Can only be made after an Initial Request. Consumer Credit File is suppressed for a set period of time or indefinitely (minimum 12 months).

Set Period of Time – Start Date / / End Date / / (minimum of 12 months) or Indefinitely or 12 months

Release Request – Your Consumer Credit File is *released* to a nominated Credit Provider(s) and/or for a set period of time.

Please select one option **Credit Provider(s)** _____ or **Set Period of Time – Start Date** / / **End Date** / /

Cancellation Request – There must be an active suppression in place. Suppression on your Consumer Credit File is cancelled and will be available for the purpose of credit checking.

Personal Identification Number (PIN) Must be included for any request other than an Initial Request

____ (Provided in your notification of processing an Initial Request)

File Number (if available)
(Found on Page 1 of your Consumer Credit Report)

YOUR PERSONAL DETAILS This Information is necessary to identify you - Please complete all personal details below * mandatory fields. Please print in BLOCK LETTERS

First Name*					Salutation*	Mr Miss	Mrs Ms
Middle Name					Date of birth*	DD / MM / YY	
Surname*					Gender*	Male	Female
Email Address					I would like to order a copy of my credit report	<input type="checkbox"/>	
Phone number* (For contact purposes only – to assist us with processing your request)	Home		Mobile		Work		
Current Residential Address*	Unit No	Street No*	Street Name*				
	Suburb*		Town/City*	P/code	At this address since	DD / MM / YY	
Previous Residential Address	Unit No	Street No	Street Name				
	Suburb		Town/City	P/code	At this address since	DD / MM / YY	

Supporting documents required Please note your request cannot be processed without the required supporting documentation

IDENTIFICATION Supporting documents required:

Please provide at least two (2) of the following identification documents. There must be sufficient documentation to confirm your signature.

- Drivers License
- Passport
- Utility Bill
- Bank Statement

*EXTENSION REQUEST Supporting documents required:

Please provide at least one (1) of the following documents as proof that you may be at risk of fraud.

- Police Report
- Statutory Declaration
- Confirmation from your Credit Provider

Reason for request:

Please provide a brief description of the reason for your request.

(Please tick if you agree)

I confirm that this request relates to a suppression request as noted above and that the details supplied are true and correct. Please complete and sign this request form and send to Dun & Bradstreet - Attention: Public Access Centre - PO Box 9589 Newmarket - AUCKLAND

Signature				Date	DD / MM / YY
Office use only	PIN allocated	_____			

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 individuals for the purpose of ensuring identity verification and administration and that you are requesting a type of suppression request as detailed above. 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. On occasion 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 is serious about information quality ensuring data accuracy and data security. 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, complaints procedure, and contains both details of our Suppression processes and the Summary of Rights. D&B may disclose information contained in your credit file to subscribers of D&B services, including credit providers.