

COMPANY CREDIT REPORT REQUEST FORM

All required fields with the **ASTERISK (*)** should be completed with **CAPITAL LETTERS**

PLEASE READ THE INFORMATION CAREFULLY BEFORE COMPLETING THIS FORM

CRR# _____

COMPANY INFORMATION

*COMPANY NAME

*BUSINESS REGISTRATION NUMBER

*VALUE ADDED TAX NUMBER

*CURRENT ADDRESS

*CITY

PREVIOUS ADDRESS _____

CITY

*COUNTRY

COUNTRY

*TELEPHONE NUMBER (s)

*EMAIL ADDRESS

Please Note: CRIF Bahamas will not provide the information you supply to any non-affiliated third party.

REQUIRED DOCUMENTS TO PROCESS CREDIT REPORT APPLICATION

1. Completed **COMPANY CREDIT REPORT REQUEST FORM**
2. An official letter (Letter Head) from the company authorizing the individual requesting the report. This should include the appropriate signatures.
3. NIB card and another valid government issued ID (**Driver's License, Passport or National Identification Card**) of the authorised person pulling the company's report.
4. Proof of address (**Recent utility bill or bank statement in the company's name**).
5. Company's V.A.T
6. Certificate of Incorporation (**Letter, on Company's Letterhead, authorizing signatory to collect credit report on company's behalf, inclusive of Company Seal**).

APPLICATION PROCESSING AND GUIDELINES

PLEASE TICK THE SUITABLE BOX

Online Processing

Online (2 Working Days)

In-Housing Processing

Standard (2 Working Days)

Express (15 – 20 Minutes
BSD \$16.50 VAT Inclusive)

Type of Credit Report

Free Credit Report (Without Score)

Credit Report (With Score
BSD \$14.50 VAT Inclusive)

GUIDELINES AND FEE STRUCTURE FOR CREDIT REPORT APPLICATION PROCESSING

Every Bahamian over the age of 18 is entitled to receive a **FREE** copy of their credit report once each calendar year. However, additional credit reports within the same calendar year will attract a cost of **BSD \$14.50 (Plus all applicable cost)**

“Online Processing”	“In-House Processing”	
	Standard	Express
<p>Online application will be emailed ONLY</p> <p><i>*Waiting Time: “2 Working Days”</i></p>	<p>Printed credit reports will attract an administrative cost of BSD \$0.25 per page.</p> <p><i>*Waiting Time: “2 Working Days”</i></p>	<p>Express processing will attract a cost of BSD \$2.00 (inclusive of email) for convenience.</p> <p>Printed credit reports will attract an administrative cost of BSD 0.25 per page.</p> <p><i>*Waiting Time: “15 – 20 minutes”</i></p>
<p>Website: www.crif.com.bs Email: info.bs@crif.com</p>		

All documents being sent via email must be certified by an approved official (**Justice of the Peace/ Notary Republic, or an Attorney-at-Law.**)

I _____, hereby grant CRIF Information Services Bahamas Limited the authorization to release to me, a copy of my Credit Report. I am aware that I have the legal right to challenge incorrect, incomplete or unreliable information should this arise.

*Customer’s Signature

*Date

Approved Officials

<ul style="list-style-type: none"><input type="checkbox"/> Justice of the Peace<input type="checkbox"/> Notary Republic<input type="checkbox"/> Attorney-at-Law	<p>Stamp or seal of Referee (where applicable)</p>
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