

# Personal and Credit Information Request Form Request for Access or Correction

To: WhiteStar Group (we, us)

## When should you use this form?

You can use this form to ask us for personal information we hold about you or to ask us to correct personal information we hold about you. If you're looking for an up to date copy of a credit report, you are best to ask a credit reporting body directly. The credit reporting body we deal with is:

(a) **Equifax Pty Ltd**  
☒ Online: [www.equifax.com.au](http://www.equifax.com.au)

## Your Details

Title

☐ Mr ☐ Mrs ☐ Ms ☐ Other | \_\_\_\_\_

\*Surname

Given name(s)

| \_\_\_\_\_ | \_\_\_\_\_

\*Date of birth

| \_\_\_\_/\_\_\_\_/\_\_\_\_

\*Current residential address

Address

| \_\_\_\_\_

Suburb

State

Postcode

| \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_

Contact Details

\*Home phone number

Mobile number or Work number

| \_\_\_\_\_ | \_\_\_\_\_

Email Address

| \_\_\_\_\_

{\* mandatory information}

## Access Request

**What information do you need?** *(E.g. I need you to give me a copy of the application I made for my loan.)*

**I need you to give me the following documents:**

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**Important:** Please be as specific as possible to help us find the right information. You can only request access to information we hold about you. If another person is involved, we ask that each of you complete and sign an access request.

### Fees may apply

In some circumstances, we may charge a fee for giving you access to the information we hold about you. We will tell you in advance if there is going to be any fee and how much the fee is likely to be, so you can decide if you want to go ahead.

## Correction request

You may ask us to correct personal information we hold about you, if you consider the information is inaccurate, out-of-date, incomplete, irrelevant or misleading.

**What information do you want corrected?**

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**How do you want that information corrected?**

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**Important:** Be as specific as possible to help us find and correct the right information. You can only request us to correct information we hold about you. If another person is involved, we ask that each of you complete and sign a correction access form.

Fees do not apply to correction requests.

## When are you likely to hear from us ?

Usually within 7 days of making your request

## Your declaration and authority

By signing and sending in this form:

I declare that I am the individual named in the form; and

I authorise WhiteStar Group to share information about me with their related companies for the purpose of responding to my request

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Signature

.....

Date of signature

## Sending the form

You can send the form to us by:

Email: [info@whitestar.com.au](mailto:info@whitestar.com.au)

Fax : 03 8514 4244

Post: WhiteStar Group

Attn: Privacy Officer  
Ground Floor 88, Ricketts Road  
Mount Waverley Vic 3149