

Instructions

If you wish to make corrections to the "Accounts" section of your credit report:

1. Complete all the required fields marked with an asterisk (*). **PRINT clearly, using one box per character.**
2. Specify the account details and the service you require under the "Account" section of this form. If the account you wish to update is part of a bankruptcy or consolidated debt, please fill out the Public Records Dispute Form.
3. Submit a copy of the following with your completed request:

Identification:

- **2 valid government-issued ID** (front and back) confirming your legal name, date of birth, and/or current address. (e.g., driver's licence, passport, birth certificate, etc.) If the current address is not indicated on either pieces of your ID, you must also provide;
- **1 proof of address** (dated less than 90 days old) confirming your legal name and current address. (e.g., utility bills or financial statements.)

Supporting documentation to update the account(s):

- **Letter from the creditor/lender** confirming the status, ownership, and details of the account (e.g. last 4 digits of the account number, amount, paid/settled, etc.)

Current Personal Information

Personal File Number / Equifax Unique Number															
First Name *										Middle Name					
Last Name *														Suffix	
Street Number						Street Name *									
Unit/Apartment/Suite					City *										
Province *														Postal Code *	
Date of Birth (YYYY - MM - DD) *					Social Insurance Number (Optional) Your social insurance number helps us locate your credit file, and verify your identity					Phone Number *					

Creditor Name	Account Number

What would you like to do with this account?

Update the existing details of the account (select one below)

Account is paid and closed. Closing date:

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Current or previous rating (late payments). Please provide the rating and associated date (e.g. R2 2022-11-30):

Dispute the ownership of the account (select one below)

- The account does not belong to me
- I am a victim of fraud or identity theft

Other or multiple updates required (Please provide a brief description)

Signature

Privacy Consent: By signing below, you consent to the collection, use and disclosure of your personal information as described in Equifax's privacy policy, including using the above information and attached documents to confirm your identity and to update your credit report. Such updated information will be stored, safeguarded, used and/or disclosed in the normal course as part of your credit file. For more information about Equifax's privacy practices, which may be updated from time to time, please see our Privacy Policy at <http://www.consumer.equifax.ca/privacy>.

Signature *

Date of Submission (YYYY-MM-DD) *

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Before submitting your request, please ensure you have attached all the necessary documentation.
Equifax will verify the necessary information and send you a confirmation.

If you are including a financial statement or credit card in your documentation, please ensure you blackout any Card Verification Value (CVV) codes. We also recommend you blackout any transactional details.

The **fastest option** is to submit the required information online using our secure site. More information, options, and steps to follow can be found here: <https://www.consumer.equifax.ca/personal/dispute-credit-report/>.
Alternatively, you can mail your completed form and documentation to: National Consumer Relations Box 190
Montreal, Quebec, Canada H1S 2Z2.

For more information regarding our products and services, go to: www.equifax.ca

There is another credit bureau in Canada

TransUnion of Canada | 3115 Harvester Road, Suite 201 | Burlington, Ontario, L7N 3N8 | Tel: 1-800-663-9980 | Tel: 1-877-713-3393 (for Quebec)