

Order form for a SCHUFA credit report

A SCHUFA credit report comprises two separate documents:

- a conclusive report **for your business partners**, which does **not contain all** the details about your person stored at SCHUFA, but rather only that information which is necessary in order to establish trust between you and your business partners (for example your landlord or employer with special recruiting requirements),
- and a clearly structured, comprehensive report **for your personal use**, which does contain **all** the details about your person stored at SCHUFA.

In this way you maintain control of everything **and** are able to prove your financial trustworthiness. For the processing of your order we require the following details from you:

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Other details (optional)														
Place of birth Name at birth	Ш													
Previous names	Ш													
E-mail address Previous address (to be completed only if your address has changed within the last 12 months):														
Street House nur	 nber													
Postcode Town														

- 1 Fill out the form completely
- 2 Please enclose a photocopy of your ID documents

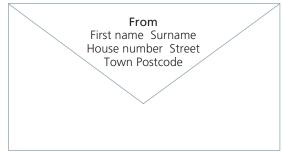
To enable us to identify you, please enclose a clearly legible copy of both sides of your personal ID card along with your order. This copy must contain your first name and surname, full address, and date and place of birth in a manner that is clearly recognisable for us. All other disclosures and the photograph can be blacked out. By providing us with this information, you will be helping us to avoid any further queries and to process your order faster.

German citizens OR Citizens of other countries Copy of your identity card Copy of your passport OR TOGETHER WITH Copy of your passport and copy of your registration certificate Copy of your registration certificate

3 Post the form and the documents

Please forward the order form together with the copies of your identification documents in a stamped envelope to:





The SCHUFA credit rating information will be issued to you individually in a manner that prevents you from revoking this order. We will make the product available to you within just a few days of the contract being concluded.