



## Complete MyCra Credit file Repair Application Checklist

<b>Establishment Details</b>	A.	Complete this form with all of your personal details. Please make sure that you fill in the number of pages in total, as well as the number of defaults / Judgments etc. in total.	
<b>Information for each Default or Judgment</b>	B.	You will be required to fill out a separate form for each individual default or judgment you are applying to have removed.	
<b>Banking and Financial Institutions</b>	C.	This form is to be completed for any defaults or judgments you are applying to have removed that are listed on your credit file from any banking or financial institution, (Credit cards, personal loans etc.)	
<b>Energy Companies</b>	D.	This form is to be completed for any defaults or judgments you are applying to have removed that are listed on your credit file from any energy company	
<b>Telecommunication Companies</b>	E.	This form is to be completed for any defaults or judgments you are applying to have removed that are listed on your credit file from any telecommunication companies. (Mobile phones, internet, home phone etc.)	
<b>Other Creditors</b>	F.	This form is to be completed for all other defaults or judgments you are applying to have removed that are listed on your credit file from anything other than banking, financial institution, energy, or telecommunication company.	
<b>Applicants acknowledgement and authority</b>		<p>Please read and sign this authority, allowing MyCra to start working to fix your credit file.</p> <p>If you have a credit card, please supply all of your credit card details in the spaces provided to allow us to start working on your file sooner.</p>	
<b>Letter of Authority</b>		<p>You are required to sign and date one Letter of Authority for each creditor/default judgment, and one for the credit reporting agency, as these forms allow us to contact &amp; negotiate with your creditors towards the successful removal of defaults / judgments. (4 defaults = 5 letters of authority)</p>	
<b>Identification</b>		<p>Please provide us with a clear copy of your identification with your MyCra application. Once you have made a copy of your identification, please make sure that it is easy to read all details clearly.</p> <p><b><u>You are required to provide a copy of your Drivers License and your Medicare card.</u></b></p>	
<b>Supporting Documents Required</b>		<ul style="list-style-type: none"> <li>• Detailed explanation for each default or judgment to be removed</li> <li>• Individual ombudsman forms relating to the type of default or judgment to be removed</li> <li>• Creditor letters or statements relating to the default or judgment</li> <li>• Court documents relating to any judgments</li> </ul>	