

(LETTERHEAD)

**FAX/EMAIL BACK REQUEST
TRADE REFERENCE ENQUIRY**

Your Company has been nominated as a commercial trade referee on our Commercial Credit Application for the following customer

Customer Name	
Customer address	
Would you please provide the following details:	
Verify the address	
Length of time the account has been held	
Average monthly purchases	\$
Your trading terms	Days/COD
Customers credit limit	\$
Are your trading terms being adhered to	Yes / No
Account considered	Excellent Good Slow
Has the account been on hold during the past 12 months	Yes/No
Comments:	
Your name and position and business name:	

Privacy Act: Commercial Information. The Act does not impose restrictions on the disclosure by a credit-reporting agency of commercial credit information where the disclosure is in response enquiries by credit providers for purposes associated with the giving of commercial credit Section 18E.

The exchange of commercial or trade references between credit providers in relation to commercial credit transactions is unaffected by the Privacy Act.

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