

## **Order requirements for OCR**

In the event of failing to authenticate, you must obtain the items listed below.

The following items must be scanned/emailed or faxed to us **before we can release any credit information.**

Scan/ email to: [authorizations@ocredit.com](mailto:authorizations@ocredit.com) or  
Fax to (877) 388-1234

- A. Credit Report Order Form, which must be signed by each client.
- B. Copies of two forms of identification for each person, one of which must be a picture ID,  
both of which must have consumer's current address.

Below are examples of acceptable forms of identification, you are not limited to the ones listed below;

### Picture ID

Drivers License  
State ID Card  
Passport

### 2<sup>nd</sup> ID

Utility Bill  
Credit Card Statement  
Canceled Check  
Proof of Insurance Card  
Pay Stub  
Car registration

Any questions please feel free to contact us at toll free (877) 311-1234.

## Credit Report Order Form and Consent Release

Debtors Full Name

Co-Debtors Full Name (If a joint request)

Birth Date \_\_\_\_\_ Co-Debtors Birth  
Date \_\_\_\_\_

Street Address

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Social Security Number \_\_\_\_\_ Co- Debtors SSN \_\_\_\_\_

Former Address

City \_\_\_\_\_ State \_\_\_\_\_  
Zip \_\_\_\_\_

I give authorization for **Online Credit Reporting Corporation** to access my credit report information including all medical information reported. I understand that OCR will mail my credit report back to the address shown by the credit bureau/s. I also give my authorization to provide the data from Experian and Trans Union to my attorney. By signing this document you are verifying all the information above is correct.

Debtor Signature \_\_\_\_\_  
Date \_\_\_\_\_

Co-Debtor Signature \_\_\_\_\_  
Date \_\_\_\_\_

Two forms of identification required with current address, one of which must be a photo ID.

## **Automated Authentication Questionnaire**

When ordering your credit report, your attorney will need to establish your identification through 4 automated questions established by the credit bureaus. Please answer the following questions to the best of your ability.

1. What year were you born?
2. What state was your social security number issued in?
3. Regarding your car:

What is the make and model of your car?

The color of your car?

Your license plate number?

The loan/lender (if applicable)?

4. Please list previous addresses (street, city, and county)

Previous employers: last 6 years?

Any people she has resided with in the last 6 years?

Any mortgage companies she has had mortgages with in the last 6 years?