



Personal Information Request Form

Your Personal Information

Under the Privacy Act 1993, you may request from ICMS, IOUNZ and/or Waterstone Recovery, access to your personal information we hold about you.

“We”, “ICMS”, “IOUNZ” and “Waterstone Recovery” means ICMS Creditsystems Limited, IOUNZ Limited and/or Waterstone Recovery Limited and any other subsidiaries providing debt collection or debtor management services, or engaging in any other activities.

“You” means all individuals, customers, clients and other persons with whom we deal.

Accessing Your Personal Information

To request your Personal Information, you will need to apply in writing, supplying sufficient details so that we can be certain that the information that we hold about you is only supplied to you.

The information you supply on this form will enable us to confirm your identity, and link your name to your address with a high degree of confidence. We will then respond to that address. If we limit or deny your request, we will tell you our reasons.

You will need to provide:

- Your full name
- Your current residential address (and your previous address/s if you have moved in the last five years)
- Your date of birth
- Your driver’s licence number
- A daytime telephone number
- Your signature

Problems?

If for any reason you cannot fulfill the above requirements, please contact us using the details listed below.

Contact Us

If for any reason you need to contact us regarding your Personal Information, please contact us by using the following contact information:

Free phone: 0800 DEBTOR (332 867)

Mail: PO Box 9738, Newmarket, Auckland 1149

Email: collections@icms.co.nz

Privacy Statement

Where we currently hold information about you, the particulars you provide to request access to your Personal Information will be used to ensure our records are accurate and current. Where we hold no information about you, the particulars you provide will be destroyed and you will be advised accordingly.



Personal Information Request Form

Please provide access to my Personal Information held by ICMS, IOUNZ and/or Waterstone Recovery.

Please write clearly and complete ALL sections.

Full Name:	
Current Residential Address:	
Previous Residential Address (if moved within the last five years):	
Postal Address:	
Date of Birth:	
Drivers Licence Number:	
Phone Number (Daytime):	
Reference Number:	
Information Requested:	

I authorise us to update my personal information in all my accounts and files held by ICMS, IOUNZ and Waterstone Recovery.

Signature of Applicant

Date: / / 20

Please send completed form to: ICMS Creditsystems Limited, PO Box 9738, Newmarket, Auckland 1149 or email collections@icms.co.nz