



CREDIT INFORMATION BUREAU (INDIA) LIMITED

Access your Credit Information Report (CIR) from CIBIL

Dear Valued Customer,

You can now access your Credit Information Report (CIR) directly from CIBIL. As you may be aware, your CIBIL CIR is a factual record of your credit payment history compiled from information received from credit grantors. The purpose is to help credit grantors make informed lending decisions - quickly and objectively, and enable faster processing of your credit applications to help provide you speedier access to credit at better terms.

You can request for a copy of your CIBIL CIR in three quick steps through **Email, Mail, Telephone or Fax:**



Email: myreport@cibil.com

- Email the CIR Request Form duly filled in
- Mail self attested hardcopies of your Identity Proof¹ and latest Address Proof² documents and fees³ to P.O. BOX 17, Millennium Business Park, Navi Mumbai- 400710
- Once CIBIL receives the documents and fees, your request will be processed and a copy of your CIR will be dispatched to you.



Letter: Address*

- Write to CIBIL with the CIR Request Form duly filled in
- Also mail self attested hardcopies of your Identity Proof¹ and latest Address Proof² documents and fees³ to P.O. BOX 17, Millennium Business Park, Navi Mumbai- 400710
- Once CIBIL receives the documents and fees, your request will be processed and a copy of your CIR will be dispatched to you.



Telephone: 022-61404300

- Call and specify your CIR Request
- Mail duly filled in CIR request form and self attested hardcopies of your Identity Proof¹ and latest Address Proof² documents and fees³ to P.O. BOX 17, Millennium Business Park, Navi Mumbai- 400710
- Once CIBIL receives the documents and fees, your request will be processed and a copy of your CIR will be dispatched to you.



Fax: 022-40789007

- Fax CIBIL the CIR Request Form duly filled in
- Mail self attested hardcopies of your Identity Proof¹ and latest Address Proof² documents and fees³ to P.O. BOX 17, Millennium Business Park, Navi Mumbai- 400710
- Once CIBIL receives the documents and fees, your request will be processed and a copy of your CIR will be dispatched to you.

1. Valid Identity Proof: PAN Card/ Passport/ Voters ID (*Mail self attested hard copy of **any one** of these Identity Proofs*)
2. Valid Address Proof: Bank Account Statement/ Electricity Bill/ Telephone bill (*Mail self attested hard copy of **any one** of these Address Proofs*)
3. Payment terms: Demand Draft (DD) of Rs 142/- (inclusive of all taxes and express delivery charge) , in favour of **Credit Information Bureau (India) Limited** payable at Mumbai
Please note that the fee once paid is non-refundable.

Your CIBIL CIR will be presented to you in a simple and easy to understand format. However, on receiving your CIBIL CIR, if you require any explanation/clarification, you can email us at consumerqueries@cibil.com or call us on 022-61404300.

CIBIL is always at your service to assist you.

* Credit Information Bureau (India) Limited
P.O Box 17,
Millennium Business Park,
Navi Mumbai- 400710