

## LETTER REQUESTING AUTHORIZATION TO RELEASE CREDIT INFORMATION

Thank you for your recent interest in establishing credit with our company. Please sign the authorization to release credit information below and complete the enclosed form.

Then submit it to us with your most recent financial statement. We will contact your credit

and bank references and then contact you regarding credit with our company.

Thank you,

Credit Manager

The undersigned has recently applied for credit with\_\_\_\_\_.

The undersigned has been requested to provide information concerning my credit history.

Therefore, I authorize the investigation of my credit information.

The release by you of information is authorized whether such information is of record or not. I do hereby release you and all persons, agencies, agents, employees, firms, companies, or parties affiliated with you from any damages resulting from providing such information.

This authorization is valid for thirty (30) days from the date of my signature below.

Please keep a copy of my release request for your files.

Thank you for your cooperation.

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