

**Instructions**

1. This form must be completed and submitted by the Executor of the Estate with supporting documentation if you wish to register a death notice against a Personal Credit File and/or request a copy of the deceased’s credit file. Required fields are highlighted in red.
2. Please complete all required fields in the **‘Information about the deceased’** section and submit scans/copies of the following documents: Form signed by the Executor with deceased’s name, date of birth, SIN (if applicable), address, and date of death; a copy of the Death Certificate or Act of Death.
3. The Executor must provide the following documents. We recommend that you **black out** any details that are not required to verify your identity:
  - copy of the deceased’s will identifying the Executor of the Estate / Designation of administrator of the estate
  - one piece of government-issued ID that shows the name, date of birth, and current address of the Executor
  - one document confirming the name and address on the ID (e.g., utility bill or tax document) for the Executor

**What is/are the service(s) required:**

- |   |  |
|---|--|
| <input type="checkbox"/> Add a death notice to the credit file        | <input type="checkbox"/> Add a death notice to the Social Insurance Number (* the SIN must be indicated on the form) |
| <input type="checkbox"/> Request a copy of the deceased’s credit file |  |

Note: any request sent without the following documents will not be processed.

- Death certificate or Act of death
- Will or designation of administrator of the estate
- A copy of one piece of government-issued ID and one document confirming the name and address on the ID for the Executor

**Information about the deceased:**

<b>Last Name</b>																							
<b>First Name</b>												<b>Middle Name</b>											
<b>Suffix</b>						<b>Date of Birth (YYYY-MM-DD)</b>						<b>Social Insurance Number (Optional)</b>											
<b>Current Address</b>																							
<b>Street Number</b>						<b>Street Address (including PO BOX, RR, General Delivery &amp; Unit/Apt)</b>																	
<b>City</b>												<b>Postal Code</b>											
<b>Province</b>																							

**Information about the requestor(s):**

This information is needed in order to compile a record of requests against the deceased’s consumer credit file. If the service requested is only to add a death notice on the deceased’s credit file, Equifax will respond to the requestor by confirmation email or standard mail. If the requestor requires a copy of the credit file of the deceased, Equifax will send it via standard mail

Name																			
Email Address (Optional)																			
Current Address																			

**Signature**

**Privacy Consent:** By signing below, you consent to the collection, use and disclosure of your and the deceased’s personal information as described in Equifax’s privacy policy, including using the above information and attached documents to confirm your identity and to update the deceased’s credit report. Such updated information will be stored, safeguarded, used and/or disclosed in the normal course as part of the deceased’s credit file. For more information about Equifax’s privacy practices, which may be updated from time to time, please see our Privacy Policy at <http://www.consumer.equifax.ca/privacy>.

Signature

Daytime Phone#

**There is another credit bureau in Canada**  
TransUnion of Canada | 3115 Harvester Road, Suite 201 | Burlington, Ontario, L7N 3N8 | Tel: 1-800-663-9980 | Tel: 1-877-713-3393 (for Quebec)

**REMINDER:**  
Before submitting your form, please ensure you have **attached all necessary documents** to verify your/the deceased’s identity and to update the Credit File. **Powering the World with Knowledge™**  
Equifax will not provide the personal information you supply to any non-affiliated third party.



Equifax Canada – Death Notice Form