

# Accurate

*Credit Bureau*

Phone 512 285-6078 Fax 512 285-6336

[www.accuratecredit.com](http://www.accuratecredit.com)

## **EMPLOYMENT ADDENDUM**

Thank you for choosing Accurate Credit Bureau. In order to receive credit reports for employment purposes, you must first agree to the following addendum and will ensure that prior to procurement or causing the procurement of a consumer credit report for employment purposes (an Employment Insight Report) that:

- (1) a clear and conspicuous disclosure has been made in writing to the consumer at any time before the report is procured or caused to be procured, in a document that consists solely of the disclosure, that a consumer report be obtained for employment purposes; and
- (2) the consumer has authorized in writing the procurement of the report and **provided a valid picture ID which must be sent to Accurate Credit Bureau.**

In using a consumer credit report for employment purposes, before taking any adverse action based in whole or in part on the report, the Subscriber shall provide to the consumer whom the report relates:

- (1) a copy of the report
- (2) a description in writing of the rights of the consumer under the Act, a copy of which is attached hereto ("Summary of Consumer Rights").

In addition, the information from the consumer report will not be used in violation of any applicable federal or state equal employment opportunity law or regulation.

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

Print Name \_\_\_\_\_

\*\*\*WARNING/CONFIDENTIAL\*\*\*

This message is intended for the use of the individual or entity to which it is addressed and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is prohibited. If you have received this communication in error, please notify the sender by telephone immediately (512 285-6078). Thank you for your cooperation.

**IMPORTANT DECISIONS DEMAND ACCURATE INFORMATION**

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