



Disclosure Regarding Background Investigation

The Fair Credit Reporting Act (FCRA), states that a disclosure should be provided to the consumer before a consumer or investigatory report is obtained by a Consumer Reporting Agency (CRA). Quick Search is a CRA, and on behalf your prospective or current employer, Quick Search will obtain one or more consumer reports or investigative consumer reports (or both) about you for employment purposes. The reports are commonly known as “background check reports” and will be used for the purposes of evaluating you for employment, promotion, reassignment, retention or termination.

Quick Search, or a Quick Search approved consumer reporting agency will assist in conducting the background investigation for your prospective or current employer. The background reports may include information about your character, general reputation, personal characteristics, and/or mode of living. To prepare the reports, Quick Search investigations may include but are not limited to your education history, current/former work history, professional licenses and credentials, references, address history, social security number validity, right to work, criminal record, lawsuits, driving record, credit history, subject to any limitation imposed by applicable federal and state laws.

You may request additional information about your background report by oral, written or electronic means. Quick Search has trained personnel available to explain your file to you, including any coded information. You can contact Quick Search at 214-358-2880 option 5, 10100 North Central Expressway Suite 400, Dallas TX 75231, or email at customerservice@quicksi.com. You have the right to obtain a complete and accurate copy of the completed reported which properly reflects the nature and scope of the investigation performed. A summary of your rights under the Fair Credit Reporting Act (FCRA) is also being provided to you. Information regarding Quick Search’s privacy practices can be found at www.quicksi.com

Please sign below to acknowledge your receipt of this disclosure.

Signature

Date

Printed Name

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