



Subject: Background Screening

Heinsite Services® specializes in providing the tools employers and property owners need to truly evaluate potential employees and tenants. We provide past history and future predictability with the assurance that this information will be affordable and easily accessible to you.

Our main goal is to provide our clients with the most accurate and thorough information available in a timely manner. We offer the best services known in the business and have customized services to accommodate any clients budget and needs. Our services include: Criminal Reports for the US and 78 Countries, Credit Reports ¹(Beacon and Persona), Motor Vehicle Reports, Social Security Trace, Database Searches, Employment Verifications, Education Verification, and Landlord Verifications.

As an employer or property owner, you must be concerned with the potential liability issues that face your business. Studies show that as many as 70% of applications have some kind of misinformation such as misstated employment dates, incorrect reasons for leaving prior employment, incorrect dates of school attendance, incorrect stated salary, incorrect college major, absence of prior employment, incorrect previous addresses, previous landlord relationships, etc. Replacing employees rather than screening applicants cost you thousands of dollars in time, advertising, and lost income.

Today it is legal, ethical, and necessary to conduct a background investigation check on all prospective applicants. Heinsite Services® is prepared to give you the tools you need to protect your interest and maximize your profits by making sound business decisions.

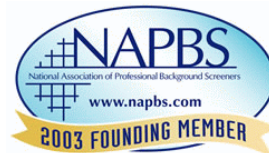
Contact us today for information on making better decisions or with questions regarding our services.

Sincerely,

David Hein
Heinsite Services®

Memberships:

National Association for Professional Background Screeners
NAPBS.com



¹ BEACON and Persona are service marks of Equifax Inc.

www.heinsite.com

www.wecheckitout.com

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Agreement for Service

1. The undersigned, desiring to receive credit information through Heinsite Services® a provider of consumer credit information, agrees that all consumer credit information received through Heinsite Services® will be received subject to the following conditions
2. Information will be requested only for our exclusive use. **All consumer credit information will be held in strict confidence** except to the extent that disclosure to others is required by law. Consumer credit information on employees will be requested only by our designated representatives and **employees will be forbidden to attempt to obtain reports on themselves, associates or any other persons except in the exercise of their official duties.** We agree not to disclose consumer credit information to the subject of the information but to refer the subject to Heinsite Services® for disclosure.
3. We agree to hold Heinsite Services® and their reporting agencies, including but not limited to EQUIFAX Services harmless on account of any expense or damage arising or resulting from the publishing or other disclosure of consumer credit information contrary to these conditions by us, our employees or agents contrary to the conditions of paragraph 2 or applicable law.
4. Recognizing that information is secured by ant through fallible human sources and that for the fee charged you or EQUIFAX cannot be an insurer of the accuracy of the information, we understand and agree that the accuracy of any consumer credit information furnished in not guaranteed by Heinsite Services® or EQUIFAX, and subscriber released Heinsite Services®, EQUIFAX and their reporting agencies, employees, and independent contractors from liability for any negligence in connection with the preparation and presentation in connection with the information of such reports and from any loss or expense suffered by subscriber directly or indirectly from EQUIFAX and Heinsite Services® information.
5. All consumer credit information will be charged to the undersigned by Heinsite Services®, which is responsible for paying for the cost of the consumer credit information.
6. Written Notice by either party will terminate this agreement, but the obligations and agreements of the undersigned set forth in the second, third, and fourth paragraphs above will remain in force.
7. Subscriber certifies that consumer report information, as defined by the Federal Fair Credit Reporting Act, 15U.S.C. 1681 et seq. (“FCRA”), will be ordered only when subscriber intends to use the credit information or consumer reports; (a) in accordance with the FCRA and all State law Counterparts, and (b) for on e of the following permissible purposes: (i) in connection with a credit transaction involving the consumer on whom the consumer report is to be furnished and involving the extension of credit to or, or review or collection of an account of, the consumer, (ii) in connection with the underwriting of insurance involving the consumer, (iii) as a potential investor for services, or current insurer, in connection with a valuation of, or an assessment for the credit or prepayment risks associated with an existing credit obligation; (iv) when subscriber otherwise has a legitimate business need for the account to determine whether the consumer continues to meet the terms of the accounts; (v) in accordance with the written instructions of the consumer to whom it relates; or (vi) for employment purposes. Subscriber will use each consumer report ordered from under this agreement for one of the foregoing purposes and for no other purpose.
Initial _____(a) in connection with a credit transaction involving the consumer on whom the information is to be furnished and involving the extension of the credit to, or review or collection of an account of the consumer, or
Initial _____(b) for employment purposes, or
Initial _____(c) in connection with the underwriting of insurance involving the consumer
(To be initialed by the person signing on behalf of Subscriber)

It is recognized and understood that the Fair Credit Reporting act provides that anyone who knowingly and willfully obtains information on a consumer from a consumer reporting agency (such as Heinsite Services®) under false pretenses shall be fined not more than \$5000 or imprisoned not more than one year or both.

8. If we own or lease a remote terminal(s) or other equipment that enables us to receive information from Heinsite Services® we agree that the terminal(s) or other equipment will be operated only by certain of our employees who shall have been trained by Heinsite Services®. At least one of our employees shall have been so trained prior to receiving consumer information by remote terminal or equipment. At least one trained operator will be available to operate the terminal(s) or other equipment during the term of this Agreement.



- 9. We agree to take all necessary measures to prevent unauthorized use of the information provided by Heinsite Services®. We will establish and enforce policies whereby our employees are forbidden to obtain information on themselves or associates. We further agree that if the information is obtained for employment purposes that such reports will be ordered and obtained only pursuant to Heinsite Services® employment report request procedures.
- 10. This agreement shall be governed by and construed in accordance with the laws of the State of Georgia, without giving effect to its conflicts of laws provisions. This agreement constitutes the conditions with Heinsite Services®, of receiving consumer Credit information and no changes in this Agreement may be made except in writing of an officer of Heinsite Service®. The undersigned is a duly authorized representative with all powers required to execute this Agreement.
- 11. Arrest are not Convictions; Verification of accuracy should be done before adverse action is taken based on the findings of a Criminal Arrest(s) and/or Convictions(s). No Records found or the Records found may or may not be the Applicants total Criminal History.
 initial _____ We have read and understand this agreement
 (To be initialed by the person signing on behalf of Subscriber)
 initial _____ We have read the Fair Credit Reporting Act and understand the Fair Credit Reporting Act Requirements of users of consumer reports and the penalties for obtaining consumer reports information under false pretenses.
 (To be initialed by the person signing on behalf of Subscriber)
- 12. Payment for services are due and payable upon receipt of invoice. Interest will be added to any outstanding invoice as necessary for invoices older that 60 days, interest will be retro to the original due date at the rate that is prescribed and/or allowed by law.

Subscriber: *How did you hear about Heinsite Services®?* _____

Firm/Company/Trade/Individual Name: _____

Management/Corporate/Parent Company Name: _____

Tax ID and Social Security #: _____

Address: _____ ***Physical address with street name and number**
 _____ (P.O. Boxes may be use for billing only and listed separately)

City: _____ **State:** _____ **Zip:** _____ **E-mail:** _____

Telephone #: _____ **Fax #:** _____

I agree that I am responsible and/or authorized to bind my company/firm to the charges for services we use. In addition I may be personally held responsible for charges that are not allowed by my company or fraudulently used on behalf of myself or the companies failure to abide by agreement for services. A credit report, criminal report, and/or other sources may be accessed for verification purposes.

Authorized Agent/Officer Signature: _____

Print: _____

Title: _____