

**AMERICAN SCREENING**  
**P.O. BOX 1444 HEBRON CT 06248**  
**PHONE (888) 251-4044 FAX (888) 254-4044**  
**www.americanscreening.com**

**SERVICE AGREEMENT**

Company Name \_\_\_\_\_

Person Responsible for payments \_\_\_\_\_

Contact \_\_\_\_\_

Incorporated in the state of \_\_\_\_\_ How many years in business \_\_\_\_\_

Physical Address: \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E Mail: \_\_\_\_\_

Website \_\_\_\_\_

Type of business: \_\_\_\_\_

Check one: Corporation ( ) Partnership ( ) Sole Proprietorship ( ) LLC ( ) Fellowship ( )

Other \_\_\_\_\_

Type of credit card: Master Card ( ) Visa ( ) American Express ( )

Credit Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

Name as shown on credit card \_\_\_\_\_

Please note: If a corporate credit card is not available, please contact us.

Please select from the following:

Bill my credit card every billing ( ) Invoice our firm every billing ( )

I agree our credit card will be charged if:

- (1) We prefer to pay by credit card, or
- (2) Our firm's account becomes 30 days past due

American Screening bills every 2 weeks and payment is due upon receipt.

**The Client agrees:**

- (1) To comply with all provisions of the Fair Credit Reporting Act (15 USC et Seq.)
- (2) To request information only for your exclusive use and Client certifies that inquiries will be made only for the following purposes, and no other purposes.

Credit Reports will only be granted for the specific permissible purpose indicated below:

FAIR CREDIT REPORTING ACT /PERMISSIBLE PURPOSES ARE:

**As instructed in writing by the individual for whom a background screening has been requested pursuant to such individual's written authorization.**

- (3) **WARNING:** You are restricted to accessing reports for only this purposes, which you noted on your application above.

**(4) THE FAIR CREDIT REPORTING ACT PROVIDES THAT ANY PERSON WHO KNOWINGLY AND WILLFULLY OBTAINS INFORMATION ON A CONSUMER FROM A CONSUMER REPORTING AGENCY UNDER FALSE PRETENSES SHALL BE FINED UNDER TITLE 18, OR IMPRISONED NO MORE THAN TWO YEARS OR BOTH.**

(5) To hold strict confidence of all credit and consumer information received from AMERICAN SCREENING. AMERICAN SCREENING shall not prohibit Client from discussing with the subject of the report, who is the subject of an adverse action. Client also agrees not to disclose such information, under any circumstances, with any parties other than the subject of the report. In the event of disclosure to the consumer by Client, AMERICAN SCREENING shall not be liable in any manner, whatsoever, for any loss or injury to Client, resulting from the furnishing of such information to the consumer.

(6) Client acknowledges receipt of and agrees to comply with the Federal Trade Commission Notices of Rights and Duties Under the Fair Credit Reporting Act as published in the Federal Register on July 1, 1997.

(7) Client is aware that Criminal records are gathered from various court sources. Both parties understand that subject's conviction records can be nollied, subject can be granted a pardon, and convictions may be appealed as well as other actions that can be taken to negate convictions.

(8) To pay AMERICAN SCREENING upon receipt of statement for the services rendered. If collection efforts are required, Client shall pay all collection costs, late fees and attorney's fees.

**IT IS MUTUALLY AGREED:**

AMERICAN SCREENING shall use good faith in attempting to obtain information from sources deemed reliable but does not guarantee the accuracy of information reported, and CLIENT shall hold AMERICAN SCREENING harmless and indemnify it from any and all claims, losses, and damages arising out of alleged liability or failure of the CLIENT to keep and perform any of its obligations described herein.

This writing forms the agreement between AMERICAN SCREENING and CLIENT:

All replications of this form shall be deemed an original.

CLIENT: \_\_\_\_\_ (Please print name clearly)

SIGNATURE: \_\_\_\_\_ TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_