

Disclosure

We (**Your Company Name**) will obtain one or more consumer reports or investigative consumer reports (or both) about you for employment purposes. These purposes may include hiring, contract, assignment, promotion, re-assignment, and termination. The reports will include information about your character, general reputation, personal characteristics, and mode of living.

We will obtain these reports through a consumer reporting agency. Our consumer reporting agency is HRchex. Their address is 1320 Greenway Dr. #460 Irving, TX 75038. Their website is www.hrchex.com, where you can find information about Hrchex's privacy practices.

To prepare the reports, HRchex may investigate your education, work history, professional licenses and credentials, references, address history, social security number validity, right to work, criminal record, lawsuits, driving record, credit history, and any other information with public or private information sources.

You may obtain a copy of any report that HRchex provides and their files about you (by email, by mail, or by phone) by providing identification to HRchex. If you do, HRchex will provide you help to understand the files, including trained personnel and an explanation of any codes.

If HRchex obtains any information by interview, you have the right to obtain a complete and accurate disclosure of the scope and nature of the investigation performed.

Please sign below to acknowledge your receipt of this disclosure.

Signature

Date

Printed Name