



Company Information

Business Name (End-User)			Year Established	
Street Address		City	State	Zip
SSN or Federal Id Number	Main Office Phone	Business Fax	Is this a Residential Address? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Business Owner/Officer/Principal		Company Website		
Main Client Contact		Client Contact Title	Contact's Phone	
Contact's Email Address		Does this company have subsidiaries/branches? <input type="checkbox"/> Yes <input type="checkbox"/> No (If Yes, complete section below)		

Subsidiaries/Branches (if applicable – use an additional sheet if needed)

Subsidiary/Branch Name	Street	City	State	Zip
Subsidiary/Branch Name	Street	City	State	Zip
Subsidiary/Branch Name	Street	City	State	Zip
Subsidiary/Branch Name	Street	City	State	Zip

The above locations are valid subsidiaries/branches of our company and I certify that these locations have received and will comply with screeningONE's information security policies.

Signature of Company Representative:

Date:

Electronic Invoice

Primary Billing Contact	Primary Billing Email	Primary Billing Phone	Primary Billing Fax
Secondary Billing Contact(s)	Secondary Billing Email(s)	Secondary Phone	Secondary Fax

Pay by Credit Card (optional) Complete the following if you prefer to have your monthly charges applied to a card.

Card Type: Visa MasterCard American Express Card Number:

Expiration Date: Card Code: Name on Card:

Address on Card:

Signature:

Permissible Purpose/Compliance Information

Please indicate your company's business type and your intended use of credit reports and related products and services

Type of Business:

Intended Use of Consumer Information:

Please include the following Items:

1. A copy of your Business License (or articles of inc, state and/or federal tax records)
2. A copy of your applicant/consumer Release and Authorization form



3.* If a cell phone is the primary business phone, please include a copy of your phone bill.



Service Agreement

This service agreement ("Agreement") is entered into as of the date written below between ScreeningONE, Inc. ("ScreeningONE"), and _____ ("Client"). ScreeningONE and Client are referred to together as the "Parties." The Parties agree to the following terms:

1. Client wishes to obtain certain information products and services from ScreeningONE. ScreeningONE is a consumer reporting agency, as defined under the Fair Credit Reporting Act ("FCRA"). ScreeningONE does not compile, maintain or evaluate any of the information it provides to Client.
2. Pricing: Set forth on the attached price list.
3. Client is familiar with the requirements of all applicable federal and state laws, including the FCRA, and Client agrees to comply with all requirements of these laws in connection with ordering and using consumer reports, investigative consumer reports, and information products and services from ScreeningONE (together "Information Products"). Client agrees that it is solely responsible for this compliance.
4. Client agrees to comply with the Access Security Requirements set forth in the document provided by ScreeningONE to Client with this Agreement.
5. Client will order Information Products for its exclusive use only, solely for permissible purposes as defined by federal and state law and as specified herein. Client certifies that it will be the end user of all Information Products and agrees that it will hold all information strictly confidential, and will not copy, sell or transfer any such information to any third party. Client agrees to implement appropriate procedures so that only employees with adequate training regarding the requirements of the FCRA, and all applicable federal and state laws have access to the Information Products.
6. Client certifies that it will provide and obtain an authorization and a disclosure (separate from the authorization) in full compliance with the FCRA from each person on whom a consumer report is ordered, prior to ordering a consumer report on such person, and will maintain the disclosure and authorization on file for audit and inspection. Consistent with five year statute of limitation set forth in the FCRA (Section 618), Client agrees to maintain a clear copy of photographic identification of each consumer along with the authorization for five years. During this period, Client will provide ScreeningONE with a copy of such disclosure and authorization, or the original, as reasonably may be requested by ScreeningONE or its authorized representatives. Client agrees that ScreeningONE, upon reasonable notice, may conduct audits to ensure Client's compliance with the FCRA and all applicable federal and state laws, and requirements of this Agreement, and Client agrees to provide reasonable cooperation with ScreeningONE in connection with such audits.
7. Client certifies that it has a permissible purpose for obtaining a consumer report as follows:
 - EMPLOYMENT SCREENING: Client is an employer and has a need for consumer credit information in connection with the evaluation of individuals for employment.
 - TENANT SCREENING: Client is a property management company and/or property owner and has a need for consumer credit information in connection with the evaluation of individuals as tenants.



OTHER: Please indicate (1) your company's business and (2) your intended use of Information Products from ScreeningONE: _____

8. Client certifies that it will request the Information Products only for the permissible purpose certified above, and will use the reports obtained for no other purpose. Information Products will be requested only by Client's designated representatives. Employees and/or agents of Clients are forbidden to attempt to obtain or obtain reports on themselves, associates, or any other person except in the exercise of their official duties and in compliance with the law. Client certifies it will follow all applicable adverse and pre-adverse action requirements in the FCRA, and will not violate any laws or regulations, including Equal Employment laws or regulations, in the use of any consumer reports.

9. Client understands it is law that ANY PERSON WHO KNOWINGLY AND WILLFULLY OBTAINS INFORMATION ON A CONSUMER FROM A CONSUMER REPORTING AGENCY UNDER FALSE PRETENSES SHALL BE FINED UNDER FEDERAL LAW OR IMPRISONED, OR BOTH.

10. In the event of a security breach, Client agrees to notify ScreeningONE immediately.

11. California. Client must conform to the SUBSCRIBER CERTIFICATION OF COMPLIANCE pursuant to California Civil Code section 1785.14 (a). Please check the appropriate box: **Client** **is** or **is not** a retail seller, as defined in Section 1802.3 of the California Civil Code ("Retail Seller") and issues credit to consumers who appear in person on the basis of applications for credit submitted in person ("Point of Sale").

12. Vermont. Please check the appropriate box: **Client** **will** or **will not** be ordering information products and services relating to consumers living or working in Vermont.

13. Client understands that ScreeningONE obtains the information products from various third party sources "AS IS," and therefore is providing the information to Client "AS IS." ScreeningONE makes no representation or warranty whatsoever, express or implied, including, but not limited to, implied warranties of merchantability or fitness for particular purpose, and implied warranties arising from the course of dealing or a course of performance with respect to the accuracy, validity, or completeness of any information products and/or consumer reports. ScreeningONE expressly disclaims all such representations and warranties.

14. Client shall indemnify and hold harmless ScreeningONE, and each of its affiliated persons and entities, from and against any and all liability, losses, claims, damages, and expenses, including, but not limited to, attorneys' fees and court costs, arising from or in any way connected with any breach or claimed breach of the terms of this Agreement by Client or any third person acting on behalf of Client, including any breach or claimed breach of any representation, warranty, covenant, or agreement herein including, without limitation, any violation of the FCRA or any applicable federal, state or local law, or any improper publication, disclosure or other misuse of the Information Products by Client or any third person or entity acting on behalf of Client.

15. Client's account is delinquent if not paid in full within 30 days from the date of the invoice. Client is responsible for a finance charge of 10 percent per annum (or the highest rate allowable by law) on all delinquent amounts until paid. Client shall pay to ScreeningONE reasonable attorneys' fees and costs incurred by ScreeningONE in collecting a delinquent account, or to otherwise enforce the terms of this agreement, including permissible purpose compliance, whether or not litigation is instituted. In the event of any litigation



or other action involving this Agreement, the prevailing party shall be paid reasonable attorneys' fees and costs.

16. Client agrees to use ScreeningONE as its sole and exclusive provider of Information Products and related products and services for a minimum term of twelve (12) months. This agreement shall automatically renew for additional periods of twelve (12) months each, unless either party gives written notice to the other party at least 60 days in advance. This notice must be received by ScreeningONE via certified mail, fax or e-mail. In the event of an agreed upon trial period, which agreement shall be in writing, the trial period shall begin from the date that the Client runs its first consumer report through ScreeningONE.

17. The pricing set forth in this Agreement (including the attached pricing list) is based on the pricing agreement for Information Products and/or related products and services presently in place between ScreeningONE and its third party data providers. Accordingly, in the event that the data providers increase the price of products and services to ScreeningONE, ScreeningONE, at its option, may pass on a price increase to the Client, or terminate the provision of Information Products to Client.

18. In the event that Client fails to pay any invoice when due, Client hereby grants to ScreeningONE and/or its affiliated agents or companies the right to receive direct payment for all amounts due directly from Client's checking or credit accounts. Client hereby grants ScreeningONE a power of attorney, coupled with an interest, such that ScreeningONE can instruct checking and credit accounts to pay invoices due.

19. This Agreement contains the entire understanding and agreement between ScreeningONE and the Client and no other representations, covenants, undertakings or other prior or contemporaneous agreements, oral or written, respecting such matters, which are not specifically incorporated herein, shall be deemed in any way to exist or bind ScreeningONE or the Client. ScreeningONE and the Client acknowledge that they have not executed this agreement in reliance on any such promise, representation or warranty. This Agreement shall not be modified by any oral representation made before or after the execution of this agreement. All modifications must be in writing and signed by both ScreeningONE and the Client.

20. This Agreement and the covenants and conditions contained herein shall apply to, be binding upon and transfer to the benefit of the administrators, executors, legal representatives, assignees, successors, agents and assigns of ScreeningONE and Client. This Agreement shall be governed by and construed in accordance with California law.

21. Client agrees to each of the forgoing terms. By signing below, the following person declares and attests under the laws of the United States that the foregoing, and the information and documents provided with the application, are true and correct.

22. Client acknowledge that many services containing Experian information also contain information from the Death Master File as issued by the Social Security Administration ("DMF"); certify pursuant to Section 203 of the Bipartisan Budget Act of 2013 and 15 C.F.R. § 1110.102 that, consistent with its applicable FCRA or GLB use of Experian information, the end user's use of deceased flags or other indicia within the Experian information is restricted to legitimate fraud prevention or business purposes in compliance with applicable laws, rule, regulations, or fiduciary duty, as such business purposes are interpreted under 15 C.F.R. § 1110.102(a)(1); and certify that the end user will not take any adverse action against any consumer without further investigation to verify the information from the deceased flags or other indicia within the Experian information.



23. Client certifies that it shall implement and maintain a comprehensive information security program written in one or more readily accessible parts and that contains administrative, technical, and physical safeguards that are appropriate to the client's size and complexity, the nature and scope of its activities, and the sensitivity of the information provided to the client by ScreeningOne, and shall be reasonably designed to (i) insure the security and confidentiality of the information provided by ScreeningOne, (ii) protect against any anticipated threats or hazards to the security or integrity of such information, and (iii) protect against unauthorized access to or use of such information that could result in substantial harm or inconvenience to any consumer.

Name (Printed): _____ Position: _____

Signature: _____ Date: _____



Access Security Requirements

We must work together to protect the privacy of consumers. The following measures are designed to reduce unauthorized access of consumer reports. In accessing our services, you agree to follow these measures.

1. You must protect your account number and password so that only key personnel employed by your company know this sensitive information. Unauthorized persons should never have knowledge of your password. Do not post this information in any manner within your facility. If a person who knows the password leaves your company or no longer needs to have it due to a change in duties, the password should be changed immediately.
2. System access software, whether developed by your company or purchased from a third party vendor, must have your account number and password “hidden” or embedded and be known only by supervisory personnel. Assign each user of your system access software a unique logon password. If such system access software is replaced by different access software and therefore no longer in use or, alternatively, the hardware upon which such system access software resides is no longer being used or is being disposed of, your password should be changed immediately.
3. Do not discuss your account number and password by telephone with any unknown caller.
4. Restrict the ability to obtain credit information to a few key personnel.
5. Place all terminal devices used to obtain credit information in a secure location within your facility. You should secure these devices so that unauthorized persons cannot easily access them.
6. After normal business hours, be sure to turn off and lock all devices or systems used to obtain credit information.
7. Secure hard copies and electronic files of consumer reports within your facility so that unauthorized persons cannot easily access them.
8. Shred or destroy all hard copy consumer reports when no longer needed.
9. Erase and overwrite or scramble electronic files containing consumer information when no longer needed and when applicable regulation(s) permit destruction.
10. Make all employees aware that your company can access credit information only for the designated permissible purpose(s). You or your employees may not access their own reports. Nor should you or your employees access the report of a family member or friend unless it is in connection with a transaction for a permissible purpose.

SPECIAL PRICING AS OF NOVEMBER 15,2022

**Community Health Association of Mountain/Plains States
Preferred Pricing Program**

Employment Screening Products	Itemized Price
On-Site Inspection <i>(only if ordering credit reports)</i>	Waived
Social Security Trace	\$1.50 each
Credit Report	\$4.25 each
County Criminal Records Search**	\$9.50 each
County Criminal Records Search (each over the previous 7 years)**	\$22.75 for all
State Criminal Records Search**	\$5.50 each
Federal Criminal Records Search	\$3.00 each
National Criminal with Sex Offender and OFAC	\$6.00 each
CrimWatch	\$8.00 each
County Civil Records Search**	\$12.00 each
Education Verification**	\$6.00 each
Employment Verification**	\$6.00 each or \$16.00 for three
I-9 Verification	\$4.00 each
Motor Vehicle Records Search**	\$3.95 each
Healthcare Sanctions Report Level 1	\$4.25 each
Healthcare Sanctions Report Level 3	\$9.00 each
Professional License Verification**	\$6.00 each
Professional or Personal Reference Verification	\$6.00 each
Drug Testing: Non-DOT 5 or 10 Panel**	\$31.50 each
Adverse Action Forms, Electronic QuickApp and Setup	Included No Charge

*** Statutory or Additional fees may be imposed with the corresponding products and will be billed to the client only where applicable as a pass-through charge (Fee Schedule Available upon Request).*

Please note: It is ScreeningOne's standard operating procedure to verify any aliases revealed in a Social Security Trace by conducting a National Criminal Search on each alias. Alias names are run at no additional fee on the National Criminal Search.

Client Signature: _____ **Date:** _____