

# California Addendum to Service Agreement

This Addendum is entered into between App-Check Screening, Inc. (App-Check)

And \_\_\_\_\_ (“Client”),

And is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

## 1. Purpose:

The purpose of this Addendum is to specifically agree to the obligations of the parties in regard to the requirements of the State of California that are above and beyond those required by the Fair Credit Reporting Act, 15 U.S.C. 1681 et. Many of the reports being provided to the client are now considered to be investigative consumer reports (“ICR”) in the State of California and have additional requirements in regard to their use. Client agrees to keep itself informed of its obligations under the law.

## 2. Additional Responsibilities of Client:

Client assumes additional obligations and responsibilities when ordering reports on California residents for transactions occurring within the State of California.

2.1 Client represents that the reports will be ordered for the following permissible purpose(s) only (please check all applicable). Client is required to notify App-Check of any change in the purpose for which information will be used.

\_\_\_\_\_ Pre-Employment Screening

\_\_\_\_\_ Other: Describe \_\_\_\_\_

2.2 When ordering a report for employment purposes, Client will:

(a) Prior to ordering a report, provide a written disclosure to the subject of the report which will include the following:

- Notice that an investigative consumer report may be ordered regarding the consumer’s character, general reputation, personal characteristics and mode of living,
- Our name, address and toll-free telephone number,
- The permissible purpose of the report,
- The nature and scope of the investigation to be conducted,
- Notice that the consumer can request a copy of his/her file from us during normal business hours and the procedures for doing so.
- A checkbox where the consumer may indicate he/she would like to receive a copy of the report.
- The written consent (signature) of the consumer.

(b) Provide a copy of the report to the subject of the report if requested by the subject of the report within three (3) days from the day you receive the report from us.

## 3. Interpretation of Agreement:

This Addendum shall be construed to be a part of the Client Service Agreement as one document. This Addendum does not supercede any provisions of the underlying Agreement. The purpose of this supplement Agreement is to cover the additional procedures required by the State of California.

By: \_\_\_\_\_ Company: \_\_\_\_\_

Signed: \_\_\_\_\_ Date \_\_\_\_\_