

CLIENT USER CERTIFICATION

In compliance with the Fair Credit Reporting Act ("FCRA"), Client certifies to Barada Associates, Inc. ("Barada"):

1. Client is a legitimate business entity operating at and as:

Company Name: _____

Address: _____

City, State, Zip: _____

Telephone: _____ Fax: _____

Industry and Nature of Business: _____

2. Client's request to Barada for the preparation of an employment report, including a consumer report and/or investigative consumer report, ("Report") shall be solely for employment purposes when considering the individual inquired upon ("Candidate") for employment, promotion, reassignment or retention as an employee and for no other purpose. Client shall not resell the Report and shall use the Report only one time.
3. Prior to placing an order for a Report, Client shall disclose to Candidate, in a document that consists solely of the disclosure, that a consumer report and/or investigative consumer report may be obtained for employment purposes.
4. Client shall obtain a signed authorization ("Release") from each Candidate prior to placing an order for a Report, and shall maintain copies of all Releases for a minimum of three years and provide any Release to Barada upon request.
5. Client agrees that information it obtains from a Report will not be used in violation of any federal or state equal opportunity law or regulation.
6. Client agrees that information obtained from a Social Security Number trace will be used only for verification purposes and will not be used alone to make an employment decision.
7. Client shall hold information contained in a Report in strict confidence and shall refrain from disclosing any information to any third parties not involved in the employment decision. Client agrees that all passwords and access information used by Client or its agents to obtain Reports online shall likewise be held in strict confidence and that unauthorized or improper ordering or viewing shall be prohibited. When disposing of a Report, or any information contained therein, Client shall do so in a manner compliant with FTC regulations (Title 16 CFR Section 682.1 et seq.), rendering all disposed data unintelligible.
8. Client understands that there are legal requirements and responsibilities when taking adverse action based in whole or in part on consumer reports. Client shall comply with FCRA adverse action procedures, including: providing candidate with a preliminary adverse action notice along with a copy of the consumer report and A Summary of Your Rights Under the Fair Credit Reporting Act," allowing the candidate a designated period of time to contact Barada Associates if the candidate wishes to dispute any information in the consumer report, providing Barada Associates contact information, and providing a final adverse action notice to the candidate if a final adverse employment decision is made.
9. Client acknowledges receipt of "Notice to Users of Consumer Reports: Obligations of Users under the FCRA," "A Summary of Your Rights Under FCRA," and other applicable state notices along with a copy of the "Remedying the Effects of Identity Theft".
10. Barada Associates advises Client that they have specific legal requirements in the use of consumer reports and that Client should consult with their legal counsel regarding specific legal responsibilities. Barada Associates also advises Client that they have specific legal requirements and responsibilities regarding taking adverse action against a candidate based on a consumer report and that Client should consult with their legal counsel regarding specific legal responsibilities.

11. Client understands that Barada Associates is not legal counsel and cannot provide legal advice. Client should work with counsel to develop an employment screening program specific to their needs. It is necessary for client to work with counsel to ensure that Client's policies and procedures related to the use of Barada Associates-provided information are in compliance with applicable state and federal laws.
12. Client agrees to indemnify Barada, its successors, assigns, agents, officers, and employees and hold them harmless in the event Client or its agents violate any term of this Certification.
13. With just cause, such as delinquency or violation of the terms of this agreement or any other legal requirement, or a material change in existing legal requirements, which adversely affects this agreement, Barada may elect to discontinue serving Client and cancel this agreement immediately.

Client Authorized Representative Signature / Date

Barada Associates Sales Representative / Date

Printed Name / Title

Printed Name / Title

ONLINE USER INFORMATION

Company Name: _____

Address: _____

Telephone: _____ Fax: _____

Email completed reports to (max. of 3 recipients): _____

Would you like to receive status reports? 1 time daily _____ 2 times daily _____ Not at all _____

Which User is the Primary Contact? _____

Which User should receive invoices? _____

Does Barada have permission to contact your candidates for additional information: Yes _____ No _____

List all Authorized Users at this location:

Full Name: _____
Title/Position: _____
Telephone: _____ Fax: _____ Email: _____
Other Information: _____

Full Name: _____
Title/Position: _____
Telephone: _____ Fax: _____ Email: _____
Other Information: _____

Full Name: _____
Title/Position: _____
Telephone: _____ Fax: _____ Email: _____
Other Information: _____

Full Name: _____
Title/Position: _____
Telephone: _____ Fax: _____ Email: _____
Other Information: _____

Full Name: _____
Title/Position: _____
Telephone: _____ Fax: _____ Email: _____
Other Information: _____

Internal Use Only
Sales Rep _____ Sales Servicing Referral _____