

NOTICE OF ADVERSE ACTION

01/01/15

Test Name
123 ABC Lane
Town, GA 9999

Dear Test Name,

Thank you for your interest in employment with "Company". As you authorized in your employment application, we have recently completed a pre-employment background check as part of our selection process. We regret to inform you that we are unable to further consider you for employment at this time. This decision is based, either in whole or in part, on information provided to us by MBI Worldwide, our employment screening vendor.

You have the right to dispute the accuracy or completeness of any information contained in the report. Copies of the report and a Summary of your Rights under the Fair Credit and Reporting Act have already been provided to you. You are entitled to an additional free copy of your report from MBI at the address listed below upon request within 60 days of your receipt of this letter. If, after reviewing the report, you believe that information contained in it was inaccurate, we ask that you contact MBI Worldwide.

In accordance with the law, you have the right to dispute, directly to MBI Worldwide, any information in that report that you feel is not valid. A written request can be mailed or you can call them at:

For information on credit and non-credit reports, contact:

MBI Worldwide, Consumer Rights Division
101 North Park Ave, Suite 200
Herrin, IL 62948
Toll-Free: (866) 275-4624 / Fax: (888)896-5735
Email: info@mbiworldwide.com

Please be advised that this decision is not that of MBI and it cannot, therefore provide the specific reasons for the decision.

Sincerely,

Your Company, HR Team Member