

## **Adverse Action Notice For Candidates (All States)**

06-07-2019

### **Personal & Confidential**

Name  
Address  
City, State Zip

Dear

We are writing to inform you that we are unable to consider you for the position you applied for at our Company and if we made a conditional offer, it has been rescinded. Exact Background Checks Inc., a consumer reporting agency, provided us with a background report in connection with your application to work for us, either as an employee or an independent contractor. Our decision to take this action was based in whole or in part on information contained in the background report. Exact Background Checks Inc. is located at 4261 E. University Dr., Prosper, TX 75078, and can be reached at 844-97CHECK.

Exact Background Checks Inc. did not make the decision and cannot provide you with information about it. You, nevertheless, have a right to contact Exact Background Checks Inc. at any time to dispute any information in the background report that is inaccurate or incomplete.

You should already have received a copy of the background report, but have a right to obtain additional free copies from Exact Background Checks. You have 60 days from the date you receive this notice to request additional free copies of any such reports from Exact Background Checks.

Thank you for your interest in the Company.

Sincerely,

### **Enclosures:**

**Massachusetts Consumer Rights Information**

## MASSACHUSETTS CONSUMER RIGHTS INFORMATION

You have the right to obtain a free copy of your consumer report within 60 days from the consumer reporting agency which has been identified by the Company. The consumer reporting agency must provide someone to help you interpret the information on your consumer report. Each calendar year you are entitled to receive, upon request, one free consumer report.

You have the right to dispute inaccurate information by contacting the consumer reporting agency directly. If you have notified a consumer reporting agency in writing that you dispute the accuracy of information in your file, the agency must then, within 30 business days, reinvestigate and modify or remove inaccurate information. The consumer reporting agency may not charge a fee for this service.

If reinvestigation does not resolve the dispute to your satisfaction, you may send a statement to the consumer reporting agency, to be kept in your file, explaining why you think the record is inaccurate. The consumer reporting agency must include your statement about the disputed information in a report it issues about you.

