

Adverse Action Letter

Date:

Dear _____,

This is to inform you that you that you are no longer considered for the position you were seeking with our organization. This decision was based in whole or in part on information received in a background investigation report from the consumer reporting agency listed below:

ApplicantScreening.Com
205 Flagship Dr.
Lutz, Fl. 33549
800-757-0906

Pursuant to the Fair Credit Reporting Act, you have the following rights:

1. You may obtain an additional free copy of your report by contacting Applicant Screening. Com within sixty days of receipt of this notice.
2. You may dispute any inaccurate or incomplete information contained in the report directly with Applicant Screening. Com using the contact information provided above.

Sincerely,