

Compliance Background Screening Services (CBSS) - DEMO  
117 Heymann Blvd  
Suite 14  
Lafayette, LA 70503  
Phone: (888) 959-5242  
Fax: (337) 376-5259

**ADVERSE ACTION NOTICE**

CONFIDENTIAL TO BE OPENED BY ADDRESSEE ONLY  
JOE Q. KLEEN  
132 MAIN  
LAFAYETTE, LA 70505

December 13, 2019

Dear JOE Q. KLEEN,

In connection with your application for employment with Compliance Background Screening Services (CBSS) - DEMO, you authorized us to perform a background check. The report contained information which fell outside of our hiring guidelines. You previously received a letter, which included a copy of the consumer report and a Summary of Your Rights under the Fair Credit Reporting Act. This letter notified you of our intent to eliminate you from further consideration for employment, promotion or retention, if the information contained in the report was accurate. We also invited you to contact us directly if you wished to explain and/or provide mitigating information related to your consumer report.

**This notification is to inform you that information contained in the report was a factor, in whole or in part, in the decision to rescind our previous offer of employment.**

The report was supplied by:

**Compliance Background Screening Services (CBSS)**  
**PO Box 52911**  
**Lafayette, LA 70505**  
**Phone: 337-376-5242 / 888-959-5242**  
**Fax: 800-403-9044**  
**<http://www.2cbss.com>**

Please understand that while Compliance Background Screening Services (CBSS) provided the report, they did not make this decision, and they are unable to provide you the specific reasons why this action was taken.

Under the law, you have the right to dispute, directly with Compliance Background Screening Services (CBSS), the accuracy or completeness of any information in the report. You also have the right to obtain an additional free copy of the enclosed report if you request it from Compliance Background Screening Services (CBSS) within 60 days of when you receive this notice. You may contact Compliance Background Screening Services (CBSS) at the address above or by calling at 337-376-5242.. If the enclosed report includes a copy of your credit report from TransUnion, you may also request a free copy of the employment credit report within 60 days by requesting a copy here:<https://disclosure.transunion.com>.

Sincerely,  
Compliance Background Screening Services (CBSS) - DEMO