

**NOTICE THAT CONSUMER CREDIT REPORT AND/OR
INVESTIGATIVE CONSUMER REPORT HAS BEEN REQUESTED**

Please be advised that WESTPORT PROPERTIES (“Westport”) has requested Consumer Credit Reports and/or Investigative Consumer Reports on you in connection with your application for employment and/or your employment with Westport, which reports have been ordered for employment purposes including, but not limited to, reassignment, promotion, retention, or rehiring.

The Consumer Credit Reports and/or Investigative Consumer Reports may contain information concerning criminal background reports, motor vehicle driving records, credit histories, reference checks, verification of education or past employment, and investigations into theft, fraud, harassment and workplace violence and may be obtained, in whole or in part, from personal interviews with your professional and personal acquaintances.

The Consumer Credit Reports and/or Investigative Employee Reports have been requested from the following Agency and/or Agencies:

ADP Screening and Selection Services
301 Remington St.
Fort Collins, CO 80524
800/367-5933

Attached to this Notice is a copy of Civil Code § 1786.22 of the Investigative Consumer Reporting Agency’s Act

Please be advised that if you have requested to receive a copy of Consumer Credit Reports and/or Investigative Consumer Reports obtained by Westport, you will receive a copy of any reports received by Westport within three (3) business days of Westport’s receipt.

Date: _____

(Signature of Employer)

By checking this box, I have indicated that I have received a copy of this Notice, together with a copy of Civil Code § 1786.22 of the Investigative Consumer Reporting Agency’s Act

Date: _____

(Signature of Employee)