

Date: \_\_\_\_\_

Company name:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear \_\_\_\_\_

In evaluating your (application for employment) (continued employment) with us, we received the enclosed consumer report from National Security Profiles, Inc. This notification is provided because an adverse employment decision may be based, in whole or part on this report.

You have the right to dispute the accuracy or completeness of any information in the report by contacting NSP. You will be asked to provide your full name, mailing address, social security number, the name of your company, and a photocopy of your driver's license and social security card for identification purposes. You may contact NSP at the following address or phone number:

National Security Profiles, Inc.  
8905 Kingston Pike, Box # 12-117  
Knoxville, TN 37923  
Phone: (888) 503-3011

Please refer to the enclosed Summary of Your Rights under the Fair Credit Reporting Act for additional information.

Thank you for your interest in our company.

Sincerely,

\_\_\_\_\_

---

**National Security Profiles, Inc.**  
8905 Kingston Pike  
Box #12-117  
Knoxville, TN 37923  
www.nsprofiles.com  
1-888-503-3011 (Office and Fax)