

Dear _____:

Thank you for applying with us for employment. We have made a decision not to offer you a position at this time.

Our decision was based partly from information contained in a consumer report from:

The Reference Company
39425 Garfield Road, Suite 22
Clinton Township, MI 48038
Phone # 586-228-1022

Please be aware that The Reference Company merely supplied the report in question; it did not make any decision regarding employment and cannot give you the specific reasons for the decision. In accordance with the Fair Credit Reporting Act, you have previously received a copy of this information and a copy of your rights under the Act. You have the right to dispute any inaccurate or incomplete information contained in the report by contacting The Reference Company at the address or phone number listed above. You may also obtain an additional free copy of your consumer report directly from The Reference Company if you request it within sixty (60) days.

Sincerely,
