

# **EMPLOYMENT USERS ONLY**

## **CALIFORNIA, MINNESOTA AND OKLAHOMA SPECIFIC DISCLOSURE REQUIREMENTS**

This is a reminder that the states of California, Minnesota and Oklahoma have specific disclosure requirements dealing with the use of consumer reports for employment purposes.

These states require that you, a user of consumer reports for employment purposes, notify California, Minnesota and Oklahoma consumers in writing that their consumer report will be pulled from MAF Background Screening. The Notice must contain a box that the consumer may check to indicate if he wishes to receive a copy of his consumer report directly from MAF Background Screening. This notice can be put on the consumer authorization form.

If the consumer elects to receive a copy of his consumer report, you must forward the consumers request to us no later than the end of the day upon which the request was made. The request should be faxed to 813-273-7989.

When forwarding a consumer request to us by fax, the following information must be provided:

1. The name of your company
2. The MAF Subscriber number of your company
3. Full identifying information for the consumer including name, address and social security number.

Upon receipt of the request, we will send the consumer report to the consumer.

Should you have any questions, please contact MAF Operations at 800-226-4483.