

PRE-ADVERSE ACTION NOTICE - EMPLOYMENT

PARTIES	
Employer Name: [Client_Name]	Date: [Current_Date]
Employer Address: [Employer_Address]	
Applicant Name: [Applicant_First_Name] [Applicant_Last_Name]	

A decision is pending regarding your application for employment at **[Client_Name]**. We are forwarding a copy of the Consumer Report authorized by you as part of your application, as well as a "Summary of Your Rights Under the Fair Credit Reporting Act."

The content of the enclosed report is being consider as part of our review of your application. Please contact us immediately if you believe the report is inaccurate or incomplete.

In accordance with the Fair Credit Reporting Act, you have the right to dispute the accuracy or completeness of the information contained in the Consumer Report by contacting one or both of the following:

- a. Information received in a Consumer Report or Investigative Consumer Report produced by:

Moco, Incorporated
PO Box 2826
Seattle, WA 9811
(800) 814-8213
www.moco-inc.com

- b. Information contained in a Consumer Credit Report obtained from the below listed consumer credit reporting agency:
 - Trans Union: 2 Baldwin Place, PO Box 1000, Chester, PA 19022
1-800-888-4213 www.transunion.com/myoptions

You may have additional rights under Consumer Reporting and other laws in your state. For further information, you can contact your state or local consumer protection agency or your state attorney general's office.

Sincerely,

Signature: _____ Position: _____ Date: _____
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