



HUMAN RESOURCE PROFILE, INC.
PROFILE REPORT



Date In: 01-03-96 Time In: 9:34 Date Out: 01-06-96
Client ID: SAMPL-001
Client Name: SAMPLE REPORT HIT/CLR: HIT
Client Contact: YOUR NAME
Subject Name: JOHN Q. PUBLIC SSN: 000-12-3456 DOB: 12-25-57

ProFile Type: CRIMINAL / CREDIT / W.COMP / EMPLOYMENT VER.
Completed by: KTD / HDL / TTH / BJP PG: 1 OF: 2

REPORT:

COURT CRIMINAL PUBLIC RECORDS:

LEE COUNTY, FL

A COUNTY wide search for Misdemeanor and Felony
Convictions has been requested.

CRIMINAL INFORMATION FOUND

11/12/91 - MISDEMEANOR - DRUG ABUSE - \$100.00 fine, costs & probation.
01/17/89 - FELONY - THEFT - \$300 to \$5,000 - costs, restitution, confinement & probation.

CREDIT HISTORY: 3/82 - 12/95 S.S.N. 000-12-3456
Public record(s) = 0 Collection(s) = 0
Account(s) = 8 Positive = 7 Negative = 1 Unrated = 0

SUMMARY OF POSITIVE ACCOUNT(S):

Table with 6 columns: Account Name, Type, Date Opnd, Curr Bal, Last/Act, Comments. Rows include WARDS (Revol, 07/90, \$ 220.00) and GMAC (Instal, 12/90, \$7,656.18).

SUMMARY OF NEGATIVE ACCOUNT(S)

Table with 6 columns: Account Name, Type, Date Opnd, Curr Bal, Last/Act, Comments. Row includes ARMSTRONG (Revol, 05/90, \$ 883.00, \$ 265.00, 150 Days P.D.).

ATTENTION: THE SOCIAL SECURITY NUMBER (000-12-3456) PROVIDED DOES NOT MATCH THE SS# (999-09-9999) GIVEN BY CREDIT BUREAU.

ATTENTION: THE NAME PROVIDED ON THE INTAKE FORM DOES NOT MATCH THE NAME SUPPLIED BY THE CREDIT BUREAU.

ATTENTION: DATE OF BIRTH WAS NOT PROVIDED BY THE APPLICANT.

WORKERS' COMPENSATION: Social Security number issued in: 1973-74 Ohio
ONE CLAIM FOUND: Allied Animal & Pest Control: 12/06/85

"When Insight Is Better Than Hindsight" sm

Human Resource ProFile Incorporated
8506 Beechmont Avenue • Cincinnati, Ohio 45255-4708 • 513/388-4300 • FAX 513/388-4320

HEADER IDENTIFICATION:

The DATE IN field is completed by the PRISMware sm Software at the time of request receipt

CLIENT ID is an alphanumeric combination used to identify the Client Account and Location (if more than one).

CLIENT NAME is completed by the supplied PRISMware sm Software at time of receipt based on CLIENT ID improving Client Security.

CLIENT CONTACT is the person within the Client organization authorized to request and retrieve ProFiles.

SUBJECT NAME is provided by the Client Contact at time of request and is the basis of the ProFile inquiry.

The DOB (date-of-birth) and SSN (Social Security Number) fields contain information provided by the Client and are necessary to complete the report.

PROFILE TYPE:

This is the information provided by the Client that directs the report type requested from HR ProFile, Inc.

COMPLETED BY:

This field indicates the individuals that participated in the completion of the Applicant ProFile. This aids in Quality Assurance.

SUMMARY OF POSITIVE ACCOUNTS:

These fields contain details regarding the Creditor Name, the Type of Account, (ie. revolving, installment, mortgage, student loan, etc.) the Date the account was opened, the Current Balance Owed on the account and the last Reported Activity Date. This Comment field indicates whether the account is Individual, joint, shared or other. Accounts found in this area are in good standing at time of report processing.

SUMMARY OF NEGATIVE ACCOUNTS:

The fields contain details regarding the Creditor Name, the Type of Account, (ie. revolving, installment, mortgage, student loan, etc.) the Date the account was opened, the Current Balance Owed on the account, the Past Due field denotes the amount of money that is delinquent on that specific account. This Comment field relates to the number of days that the account has been in a past due status. Accounts found in this area are delinquent for at least 31-days.

HEADER IDENTIFICATION:

The DATE OUT field refers to the date the report was completed.

ProFile ALERT CRIMINAL PUBLIC RECORDS!

The HIT/CLR field relates to the Criminal Research portion of the report only and denotes: (1) conviction(s) found, (2) clear record or (3) information pending, with estimated time of completion. This field, in concert, with the Credit History field enables the Reader to make a preliminary evaluation at a glance, with additional information included for greater clarity.

The Page/Of field denotes the number of pages contained in the profile report.

CONVICTION HISTORY:

In twenty-two states there is an option of a state-wide search for misdemeanors and felonies, as well as, a county-wide search for the same. The rest of the states provide county-wide searches only. The turn around time for county-wide information is two to four working days. Turn around time for state-wide information is one to four weeks. Multiple counties or state-wides are available upon request. The information used to determine the need to search additional areas is derived from the previous residence portion of the Applicant's original Credit Bureau.

ProFile ALERT CREDIT HISTORY!

Six categories are provided at the top of this area to summarize the current status and list of accounts that follow. This area is designed in concert with the HIT/CLR field to Red Flag any possible concerns.

TOTAL AMOUNT OWED/PAST DUE:

The Total Amount Owed field is the sum of positive, negative, collections and public records. Total Amount Past Due refers to the amounts ONLY in a delinquent status.

ATTENTION:

These Special fields are checked with each and every report, however, they are noted only when a discrepancy is found.

WORKERS' COMPENSATION:

This area reports lost time claims ONLY. This check is to be requested "post offer" in the Pre-employment process and is to be used for verification purposes only.

Employment and education verification continued on reverse side. ->

