



PRIOR EMPLOYMENT VERIFICATION ADDENDUM TO SAFENET CORPORATION POWERED BY FASTRAXSELECT SERVICE AGREEMENT

This Addendum specifically addresses the procedures SAFENET CORPORATION POWERED BY FASTRAXSELECT will follow when Prior Employment Verification Reports are requested. SAFENET CORPORATION will always contact an applicant's prior employers up to the number requested by the client. Prior employers will be contacted even if the applicant states on the application that the prior employer should not be contacted.

It is important that the applicant provides SAFENET CORPORATION POWERED BY FASTRAXSELECT, at a minimum, with the prior employer's full name, the city and state where the applicant worked and the prior employer's telephone number. If an accurate telephone number is not provided, SAFENET CORPORATION will obtain the information through directory assistance, at an additional fee of \$1.00 per employer. SAFENET CORPORATION will make a minimum of three attempts to contact the prior employer. If SAFENET CORPORATION is unable to make contact; this will be so stated in the report. SAFENET CORPORATION will call 900 numbers, such as "The Work Number For Everyone®," to verify employment provided that the client agrees to pay SAFENET CORPORATION an additional fee of \$12.30 (or the rate assessed by the Work Number) per call to cover the toll charge associated with each such call.

Understanding that there are certain sensitivities involved in contacting an applicant's current employer, it has become SAFENET CORPORATION POWERED BY FASTRAXSELECT's policy to allow each client to set the parameters in this regard. If allowed to contact the current employer, SAFENET CORPORATION will verify the dates of employment, job title and current wage. Also, SAFENET CORPORATION will ask if the applicant's outlook for continued employment with this employer is good. SAFENET CORPORATION will not ask about work performance, eligibility for rehire, or reason for leaving. By signing below, client acknowledges that this subject was discussed and understood.

As an authorized representative of the client, the undersigned hereby requests that SAFENET CORPORATION contact current employers as follows:

Choose one of the following:

- _____ **Client will be submitting via Fastrax®** and SafeNet Corporation may contact those employers submitted for verification by the client.
- _____ **SafeNet Corporation Entry (Client will not be utilizing the website)** SafeNet Corporation should contact current employers for all applicants.
- _____ **SafeNet Corporation Entry (Client will not be utilizing the website)** SafeNet Corporation should NOT contact current employers for any applicant, unless the applicant states on the application that such contact is authorized.
- _____ **SafeNet Corporation Entry (Client will not be utilizing the website)** SafeNet Corporation should NOT contact current employers for any applicant, unless specifically instructed to do so by the client.

As an authorized representative of the client, the undersigned hereby requests that:

Choose one of the following:

- _____ SafeNet Corporation should utilize Third Party services to verify employment and pass through additional fees for these services.
- _____ SafeNet Corporation should NOT utilize Third Party services to verify employment.
- _____ SafeNet Corporation should contact the client before utilizing Third Party Services for fee approval.

Client Name

Date

Authorized Client Signature

Accepted by: Signature