



Consumer Relations Department
14002 E. 21st Street, Suite 1200
Tulsa, OK 74134
Toll Free Phone: 866-265-6602
Toll Free Fax: 866-306-9258

Dispute Request Form

To dispute any information contained in our report, please **complete all information on this Dispute Request Form.**

- **Print clearly.**
- **Identify each item** in your report that you believe is **inaccurate, incomplete, or outdated.** (Consider including a copy of your report with the items in question circled.)
- Clearly **tell us why** the item is inaccurate, incomplete, or outdated. (If you are disputing criminal records, consider using the attached page to specify why items are wrong.)
- **Sign** this form.
- Include copies (NOT originals) of documents that you believe support your dispute.
- **Fax everything to our toll-free fax number** at the top of this letter (or mail it to our address at the top of this letter).

If you have any further questions, you may contact the Consumer Relations Department toll free at 866-265-6602.

Last Name		First Name	Middle Name	Suffix
Street Address		City	State	Zip Code
Daytime Telephone Number		Evening Telephone Number		
Social Security Number		Date of Birth		
Driver's License Number	State	email Address		

My signature below (1) authorizes you to disclose information to me about the report that BackgroundChecks.com prepared about me and (2) requests that each item of information I am disputing be removed or corrected.

Signature	Date
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Reason for disputing criminal records

- a. Please provide details we should know about your dispute. Please be as specific as possible.
- b. Please use the information on the report to identify the record you are disputing. Each record has a number associated with it. Identifying the records by number will help us process your dispute faster.
- c. You can attach as many copies of this page as needed. If you attach multiple copies, it will be helpful for you to number the pages. This will make it easier for us to discuss each item with you if needed.

1. Criminal Record #: _____ Source: _____

Offense: _____ Any related date: _____

- This record is not about you.
- The record is about you, but it lists the wrong offense or lists a felony when you were convicted of a misdemeanor.
- This record is about you, but it doesn't correctly show what the result was (for example, the case was dismissed, but it shows you were convicted or it has the wrong date for your conviction).
- This record is about you, but it was later removed from public records (for example, the case was dismissed after probation, expunged, sealed or made non-public or you received a pardon).
- This record is about you, but it has other incorrect information; provide details:

2. Criminal Record #: _____ Source: _____

Offense: _____ Any related date: _____

- This record is not about you.
- The record is about you, but it lists the wrong offense or lists a felony when you were convicted of a misdemeanor.
- This record is about you, but it doesn't correctly show what the result was (for example, the case was dismissed, but it shows you were convicted or it has the wrong date for your conviction).
- This record is about you, but it was later removed from public records (for example, the case was dismissed after probation, expunged, sealed or made non-public or you received a pardon).
- This record is about you, but it has other incorrect information; provide details:

3. Criminal Record #: _____ Source: _____

Offense: _____ Any related date: _____

- This record is not about you.
- The record is about you, but it lists the wrong offense or lists a felony when you were convicted of a misdemeanor.
- This record is about you, but it doesn't correctly show what the result was (for example, the case was dismissed, but it shows you were convicted or it has the wrong date for your conviction).
- This record is about you, but it was later removed from public records (for example, the case was dismissed after probation, expunged, sealed or made non-public or you received a pardon).
- This record is about you, but it has other incorrect information; provide details:

better data, better checks