



PO Box 5404 • Lincoln, NE 68505-0404  
(402) 934-0088 • (800) 228-1837

**AUTHORIZATION FOR FILE DISCLOSURE**

We are pleased to answer your request for disclosure of your *Tenant Data Rental History Report*. You may obtain one **free** tenant history report per calendar year. If you have been denied residency or suffered another adverse action within the last 60 days, you may request a free tenant history report after each adverse action

First Name: \_\_\_\_\_ Middle \_\_\_\_\_ Last: \_\_\_\_\_

(Circle If Applicable) Jr. Sr. II III IV Date of Birth: \_\_\_\_\_

Social Security Number:    \_ \_ \_ - \_ \_ - \_ \_ \_

Present Address: \_\_\_\_\_ Apt#: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Email \_\_\_\_\_

Driver's License Number/State I.D. Number: \_\_\_\_\_ State: \_\_\_\_\_

In accordance with the FCRA, proper identification is required. **Tenant Data requires 2 forms of identification**, which will be used to verify your identity to ensure you get a complete and correct report. The primary ID must include both a permanent picture and a signature and must not be expired. The secondary ID must include a signature and must not be expired. Common acceptable forms of identification are:

**Primary Identification:**

- **Driver's License, State ID Card • Passport • Military ID • Employee ID, School ID**

**Secondary identification:**

- **Social Security Card • Debit/ATM Card • Credit Cards • a second form of ID from the Primary list**

I hereby acknowledge receipt of "A Summary of your Rights Under The Fair Credit Reporting Act", and a list of Federal agencies responsible for enforcing my rights under the FCRA. I further acknowledge that I may have additional rights under state or local laws and that I have been informed that I may wish to contact a state or local consumer protection agency to learn about my rights. I hereby state and represent that the information in this application is complete and accurate. I certify that I am the person named above and that I am submitting this request for my own file disclosure.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

# IMPORTANT NOTICE

## This request is for a RESIDENT HISTORY/TENANT PROFILE REPORT ONLY.

Tenant Data utilizes many other services to obtain information on your personal background and acts only as a conduit of this information. You have a right to obtain this information free of charge once per year or if you have been declined residency or sufferend another adverse action in the last 60 days based in whole or in part on the information provided to your prospective landlord by Tenant Data.

For a **CREDIT REPORT**, please contact:

Experian, 701 Experian Prkwy, Allen, TX 75013 [www.experian.com](http://www.experian.com) (888) 397-3742

Trans Union, PO Box 1000, Chester, PA 19022 [www.transunion.com](http://www.transunion.com) (800) 888-4213

CSC/Equifax, Box 674402, Houston, TX 77267-4402 [www.equifax.com](http://www.equifax.com) (800) 685-1111

OR

[www.AnnualCreditReport.com](http://www.AnnualCreditReport.com)

Annual Credit Report .com is the official site to help consumers to obtain their free credit report.

Annual Credit Report Request Service  
P O Box 105281  
Atlanta, GA 30348-5281  
(877) 322-8228

For further information, please call Tenant Data at (402) 934-0088 or (800) 228-1837.

**tenant***data*

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## A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT

The federal Fair Credit Reporting Act ("FCRA") is designed to promote accuracy, fairness, and privacy of information in the files of every "consumer reporting agency" ("CRA"). Most CRAs are credit bureaus that gather and sell information about you -- such as if you pay your bills on time or have filed bankruptcy -- to creditors, employers, landlords, and other businesses. You can find the complete text of the FCRA, 15 U.S.C. §§ 1681-1681u, at the Federal Trade Commission's web site (<http://www.ftc.gov>). The FCRA gives you specific rights, as outlined below. You may have additional rights under state law. You may contact a state or local consumer protection agency or a state attorney general to learn those rights.

- **You must be told if information in your file has been used against you.** Anyone who uses information from a CRA to take action against you -- such as denying an application for credit, insurance, or employment -- must tell you, and give you the name, address, and phone number of the CRA that provided the consumer report.
- **You can find out what is in your file.** At your request, a CRA must give you the information in your file, and a list of everyone who has requested it recently. There is no charge for the report if a person has taken action against you because of information supplied by the CRA, if you request the report within 60 days of receiving notice of the action. You also are entitled to one free report every twelve months upon request if you certify that (1) you are unemployed and plan to seek employment within 60 days, (2) you are on welfare, or (3) your report is inaccurate due to fraud. Otherwise, a CRA may charge you up to eight dollars.
- **You can dispute inaccurate information with the CRA.** If you tell a CRA that your file contains inaccurate information, the CRA must reinvestigate the items (usually within 30 days) by presenting to its information source all relevant evidence you submit, unless your dispute is frivolous. The source must review your evidence and report its findings to the CRA. (The source also must advise national CRAs -- to which it has provided the data -- of any error.) The CRA must give you a written report of the investigation, and a copy of your report if the investigation results in any change. If the CRA's investigation does not resolve the dispute, you may add a brief statement to your file. The CRA must normally include a summary of your statement in future reports. If an item is deleted or a dispute statement is filed, you may ask that anyone who has recently received the report be notified of the change.
- **Inaccurate information must be corrected or deleted.** A CRA must remove or correct inaccurate or unverified information from its files, usually within 30 days after you dispute it. **However, the CRA is not required to remove accurate data from your file unless it is outdated (as described below) or cannot be verified.** If your dispute results in any change to your report, the CRA cannot reinsert into your file a disputed item unless the information source verifies its accuracy and completeness. In addition, the CRA must give you a written notice telling you it has reinserted the item. The notice must include the name, address and telephone number of the information source.
- **You can dispute inaccurate items with the source of the information.** If you tell anyone -- such as a creditor who reports to a CRA -- that you dispute an item, they may not then report the information to a CRA without including a notice of your dispute. In addition, once you've notified the source of the error in writing, it may not continue to report the information if it is, in fact, an error.
- **Outdated information may not be reported.** In most cases, a CRA may not report negative information that is more than seven years old; ten years for bankruptcies.
- **Access to your file is limited.** A CRA may provide information about you only to people with a need recognized by the FCRA -- usually to consider an application with a creditor, insurer, employer, landlord, or other business.

- **Your consent is required for reports that are provided to employers, or reports that contain medical information.** A CRA may not give out information about you to your employer, or prospective employer, without your written consent. A CRA may not report medical information about you to creditors, insurers, or employers without your permission.
- **You may choose to exclude your name from CRA lists for unsolicited credit and insurance offers.** Creditors and insurers may use file information as the basis for sending you unsolicited offers of credit or insurance. Such offers must include a toll-free phone number for you to call if you want your name and address removed from future lists. If you call, you must be kept off the lists for two years. If you request, and return the CRA form provided for this purpose, you must be taken off the lists indefinitely.
- **You may seek damages from violators.** If a CRA, a user or (in some cases) a provider of CRA data, violates the FCRA, you may sue them in state or federal court.

The FCRA gives several different federal agencies authority to enforce the FCRA:

<b>FOR QUESTIONS OR CONCERNS REGARDING:</b>	<b>PLEASE CONTACT:</b>
CRAs, creditors and others not listed below	Federal Trade Commission Consumer Response Center - FCRA Washington, DC 20580 * 202-326-3761
National banks, federal branches/agencies of foreign banks (word "National" or initials "N.A." appear in or after bank's name)	Office of the Comptroller of the Currency Compliance Management, Mail Stop 6-6 Washington, DC 20219 * 800-613-6743
Federal Reserve System member banks (except national banks, and federal branches/agencies of foreign banks)	Federal Reserve Board Division of Consumer & Community Affairs Washington, DC 20551 * 202-452-3693
Savings associations and federally chartered savings banks (word "Federal" or initials "F.S.B." appear in federal institution's name)	Office of Thrift Supervision Consumer Programs Washington, DC 20552 * 800-842-6929
Federal credit unions (words "Federal Credit Union" appear in institution's name)	National Credit Union Administration 1775 Duke Street Alexandria, VA 22314 * 703-518-6360
State-chartered banks that are not members of the Federal Reserve System	Federal Deposit Insurance Corporation Division of Compliance & Consumer Affairs Washington, DC 20429 * 800-934-FDIC
Air, surface, or rail common carriers regulated by former Civil Aeronautics Board or Interstate Commerce Commission	Department of Transportation Office of Financial Management Washington, DC 20590 * 202-366-1306
Activities subject to the Packers and Stockyards Act, 1921	Department of Agriculture Office of Deputy Administrator - GIPSA Washington, DC 20250 * 202-720-7051