

INFO QUEST, INC.

P.O Box 15521 • Surfside Beach, SC 29587 • Telephone 843.233.WORK email-info1qest@aol.com • Fax 843.233.9676
Toll Free 800-507-9628 / Fax 800-588-1152

SAMPLE

PRE-EMPLOYMENT INVESTIGATION REPORT

ORDERED: 12/19/1997 COMPLETED: 12/23/97 REQUESTER: American Seating

APPLICANT'S PERSONAL INFORMATION

NAME: Jane Jones

DOB: 10/17/54

SSN: 914-98-5709

VERIFIED: X

INVESTIGATION SUMMARY

Clear: Hit: X

County Criminal: Georgetown, SC

Clear: X Hit:

Federal Criminal: SC Dist.

Clear: Hit: X

Workers Comp: SC

Motor Vehicle Report: X

Employment References: X

Education: X

CAUTION:

Database information, public record sources, taxpayer asset-based documents, etc., contain information that is not created by Info Quest, Inc. and we cannot guarantee its accuracy or warrant its reliability. You are specifically notified that additional searches, research or investigation may be needed to resolve conflicts or questions that arise from information gleaned from these sources. You are further notified that information contained in this report is SUBMITTED IN STRICT CONFIDENCE and except where required by law, no information provided in this report may be revealed directly or indirectly to any person except to one whose official position requires them access. This report is only one sources tool, and many others are available to you when considering this applicant for employment. Info Quest, Inc. does not express an opinion - positive or negative-regarding the suitability of this candidate for employment and all information contained here is subject to applicable local, state and federal law, including the Fair Credit Reporting Act, Title 15, Section 1681.

Note: Before taking adverse action based on the information in this report, the FCRA requires you to provide consumer with a copy of the report, along with a written description of the consumer's rights under FCRA. Info Quest, Inc. has provided your company with a copy of this consumer rights statement for this purpose.

EMPLOYMENT HISTORY

EMPLOYER: FreeTime Country Club **VERIFIED:** YES
P.O. Box 385
Nichols, SC 29581
(803) 526-2175

REPORTED INFORMATION

INVESTIGATION

DATES OF EMPLOY: 1987-1993

1990-1993

JOB TITLE: Bookkeeper

Verified

REASON FOR LEAVING: Moved

SUPERVISOR INTERVIEW

SUPERVISOR: Simon Smith
TITLE: Assistant Golf Pro
DATE: 11 / 11 /96

INTERVIEW: Interview with Mr. Smith provided the above information regarding the employment of Jane Jones. During the first two years, she maintained a good attendance record. During the last year her tardiness and absenteeism increased. She was a good worker who was friendly and got along well with others. Mr. Smith could not recall any errors of significant magnitude that Ms. Jones might have made. He said he would possibly rehire Ms. Jones and recommended her with an overall rating of "B-".

EMPLOYMENT HISTORY

EMPLOYER:	Purvis Plumbing 157 Water's Way Baltimore, MD 21201 (410) 647-7312	VERIFIED: YES
------------------	---	----------------------

REPORTED INFORMATION

INVESTIGATION

DATES OF EMPLOY: 8/1/93-Present	Verified
JOB TITLE: Bookkeeper	Verified
REASON FOR LEAVING: New Career	Not Indicated

SUPERVISOR INTERVIEW

SUPERVISOR: Bob Brown

TITLE: Owner/President

DATE: November 11, 1996

INTERVIEW: Interview with Bob Brown provided the information above regarding the employment of Jane Jones. During that time she has been entrusted with every aspect of office management from filing to finances. He stated that she has accepted these various responsibilities with ease and professionalism. He said she was very friendly and organized. Mr. Brown said he would definitely rehire Ms. Jones and that he "hated to lose her." He recommended Ms. Jones with an overall rating of "A".

CRIMINAL HISTORY

APPLICANT: Jane Jones

SSN: 914-98-5709

STATE: SC

COUNTY: Horry

SEARCH DATE: 11/11/96

REVIEWED: 1986-1996

RESULTS:

1. CASE #: 555555

ARRESTED: 6/15/92

COURT: Horry County

COUNTS: 1 - Disturbing the Peace, 2 - Assault

DISPOSITION: Count 1 - \$250 fine - paid
Count 2 - 3 months probation

ACADEMIC HISTORY

REPORTED INFORMATION

INVESTIGATION

SCHOOL ATTENDED: Littlestown School of Nursing
1222 Average Avenue
Townsend, MD 21222
(410) 794-5353

VERIFIED: YES

DATES ATTENDED: 1/10/95-12/13/9

VERIFIED: YES

GRADUATED: No

COURSE OF STUDY: Nursing

VERIFIED: YES

ACHIEVEMENTS: N/A

VERIFIED BY: Bill Stevens

TITLE: Registrar

DATE: 11 / 12/96

WORKER'S COMPENSATION RECORD

The following claim has been filed in the name of JANE JONES:

1. Back injury from lifting materials
July 26, 1994
Employer: Purvis Plumbing

\$210 was paid to medical provider; no other monies paid. No disabilities indicated.
File closed 9/18/94.

Database information, public record sources, taxpayer asset-based documents, etc., contain information that is not created by Info Quest, Inc and we cannot guarantee its accuracy or warrant its reliability. You are specifically notified that additional searches, research or investigation may be needed to resolve conflicts or questions that arise from information gleaned from these sources. You are further notified that information contained in this report is SUBMITTED IN STRICT CONFIDENCE and except where required by law, no information provided in this report may be revealed directly or indirectly to any person except to one whose official position requires them access. This report is only one source tool, and many others are available to you when considering this applicant for employment. Info Quest, Inc. does not express an opinion--positive or negative--regarding the suitability of this candidate for employment and all information contained here is subject to applicable local, state and federal law, including the Federal Fair Credit Reporting Action, Title 15, Section 1681.

DRIVING RECORD REPORT FOR FL

ORDER # : 1466860

REPORT DATE : 04042003

LICENSEE NAME/ADDRESS		MISCELLANEOUS INFORMATION		
*BLOCKED		COMMENT :		
*BLOCKED FL		REQUESTOR :		
REQUESTED AS NAME		ACCOUNT # :		
ISSUED		EXPIRES	DRIVER DESCRIPTION	DOB
LICENSE NUMBER	DOB	LIC. CLASS	RESTRICTIONS	STATUS

LICENSE TYPE:

12/02/02	11/09/09	LICN	ISSUE/EXP. DATES
		LICN-TYP	CLASS: (D) ANY SINGLE VEHICLE 8000
			TO 25999 LBS
		LICN-PREV	PREV ST/LIC: IL
12/02/02		LICN	ORIGINAL ISSUE
		MVR-CLEAR	CLEAR RECORD 7 YEARS
		NOTE	THIS PERSON HAS A DIGITAL IMAGE **

END OF REPORT