



## FACT Act Disclosure

The Fair and Accurate Credit Transactions Act (FACT Act) was enacted in 2003 and amends the Fair Credit Reporting Act (FCRA), a federal law that regulates, in part, who is permitted to access your consumer report information and how it can be used. The FACT Act entitles consumers to obtain one free copy of their consumer files from certain consumer reporting agencies during each 12-month period.

Cyber Clipboard provides employment related consumer reports to its clients who have contracted with us for those services. If you have not applied for employment with a customer that we serve, we will not have an employment history report on you. Cyber Clipboard does not prepare consumer reports for any other purpose or for resale to unrelated parties.

**If Cyber Clipboard has prepared an employment related consumer report in your name for one or more of our clients and you would like to receive a free copy the report(s) in your file you may contact us by toll free telephone or by mail.**

**TO REQUEST A FREE COPY OF A REPORT BY TELEPHONE:**

To request a free copy of any employment history report(s) prepared in your name, call 706-801-9721 between the hours of 6:00 a.m. to 5:00 p.m. Eastern Time. Trained representatives are available to answer your questions and to assist you with obtaining a copy of your consumer report by telephone request.

**TO REQUEST A FREE COPY OF A REPORT COPY BY MAIL:**

If you would prefer to send your request by mail, Cyber Clipboard will need your full legal name, social security number, and date of birth along with your daytime telephone number and return address.

**SEND YOUR REQUEST TO:**

Cyber Clipboard  
ATTN: Consumer Reports  
2605 Circle 75 Parkway, 2<sup>nd</sup> Floor  
Atlanta, GA 30339  
United States  
support@cyberclipboard.com