

## **List of Background Checks and Fees**

### **Background Checks provided by:**

*First Advantage*  
P.O. Box 105186  
Atlanta, GA 30348-5186

### **Remit Payment to:**

*Metro DC Synod, ELCA*  
305 E St., NW Ste 300  
Washington, D.C. 20001

### **First Advantage National Criminal File Search PLUS**

#### **\$22.50**

The First Advantage National Criminal File provides a database search of more than 200 million criminal records representing more than 62 million individuals. Records are gathered from across all 50 states, from multiple criminal record repositories.

This innovative nationwide search complies with the Fair Credit Reporting Act, and instantly covers a considerably broader geographic search scope than the typical seven (7) year search of counties of residences lived and worked. A standard one or two county background check will not typically find a record if the person has moved, or committed a crime in another county or state. Serious offenders move from state to state, and sometimes do not provide complete address history when applying for employment.

Database Repositories include:

- Department of Corrections (Inmates & Release files, Probation & Parole)
- Administrative Office of Courts
- Individual County Courts
- State Specific Criminal Record Repositories
- First Advantage Proprietary Criminal Record Data
- Sex Offender Registry Records (48 States Plus Washington, D.C.\*\*)  
[AL, AK, AR, AZ, CA, CO, CT, DE, FL, GA, HI, ID, IL, IN, IA, KS, KY, LA, ME, MD, MI, MN, MO, MS, MT, NE, NH, NJ, NM, NY, NC, ND, OH, OK, OR, PA, RI, SC, SD, TN, TX, UT, VA, VT, WA, WI, WV and WY.]  
\*\* MA and NV may be available for approved permissible purposes.

Automatically searches the First Advantage NCrF database for all given and developed other names

- Helps to uncover names not reported by the candidate
- Enhances the possibility of identifying unreported criminal records
- Provides address history associated with the SSN
- First Advantage offers this powerful tool as an instant one-click solution.

How does it work?

First Advantage National Criminal File PLUS will search for additional names and addresses associated with the subject's Social Security number that was provided by the user\*. A search is then conducted against the First Advantage National Criminal File database using the original first and last name and date of birth provided by the user, PLUS an additional search will be done using the subject's date of birth and developed names associated with the subject's SSN.

Addresses from the database associated with the subject's social security number are provided, should the user wish to order an individual county court search in potentially unreported addresses. County searches should be ordered using only the subject's given name from which you have a signed authorization. The search is conducted within seconds and the results on all criminal records found in the First Advantage National Criminal File associated with any or all alternate names, and matching the date of birth of the subject provided by the user, will be returned in an easy to read format. A separate informational only report showing the alternate names and address history will also be provided. The information provided in the second report should not be used to make an employment decision.

Criminal data sources include all sources listed in the First Advantage National Criminal File Search.

\*Note: The First Advantage National Criminal File PLUS searches do NOT include a Social Security Number Verification.

The PLUS searches only provide names and addresses from the database that are associated with the social security number entered by the user for the purpose of uncovering potential criminal records under names or aliases that may

have been used by the subject. First Advantage National Criminal File is not the same search as the FBI's file (NCIC) search, but offers instant results on a search against approximately 200 million criminal records, significantly lower cost and doesn't require fingerprints. The number of criminal records contained in the database varies from state to state (for more details of state coverage click here). The First Advantage National Criminal File Instant Search is a search against all repositories in the database. Local courthouse searches are an appropriate supplement to First Advantage National Criminal File searches and are described below. The First Advantage National Criminal File PLUS utilizes proprietary technology to instantly search for names associated with the candidate's Social Security number.

### **County Courthouse Search, Felony & Misdemeanor**

#### **\$16.20 per county**

This is an in-person search of felony and misdemeanor records at the primary court location (superior, circuit, county, common pleas). Reports obtain felony and misdemeanor records when housed in the same physical courthouse building. If a courthouse stores felony and misdemeanor records are in separate index files, offices or floors of the same building, both locations will be searched. Example: Felonies- Room 101, Misdemeanors- Room 202. First Advantage will request background reports from both Room 101 and 202. Turnaround time: one to three business days. Reporting delays may occur if criminal history records are retrieved. Courthouse access fees may apply. *Price is per county searched.*

### **Social Security Verification**

#### **\$2.70**

The Social Security Number Verification (SSNV) matches the given SSN, first name, last name, address and DOB against a database which contains information provided by companies with which the consumer has had financial dealings. Our social security number search warns if a Social Security number:

- May never have been issued
- May have been issued to a person who has been reported deceased
- Has other names associated with the SSN
- Has been recently issued

As an additional feature of the Social Security Number verification, the report discloses other addresses associated with the Social Security Number. Many employers utilize this information to determine if the applicant has truthfully supplied all relevant residential address history on the employment application. Addresses revealed by the Social Security Number verification, but not supplied by an applicant, may be used to expand a criminal record search. These undisclosed addresses may lead to a criminal conviction record the applicant has attempted to shield from a prospective employer.

### **Motor Vehicle Check**

#### **\$4.50**

First Advantage utilizes our Motor Vehicle Record Information System to obtain the driving record report from the specified state's Department of Motor Vehicles. All motor vehicle records obtained through the First Advantage system have a user friendly, readable format that interprets the various state codes and provides a report that is uniform across all states.

States that allow access to motor vehicle records through First Advantage include: AL, AZ, AR, CA, CO, CT, DE, DC, FL, GA, HI, ID, IL, IN, IA, KS, KY, LA, ME, MD, MA, MI, MN, MS, MO, MT, NE, NH, NV, NJ, NM, NY, NC, ND, OH, OK, OR, RI, SC, SD, TN, TX, UT, VA, VT, WA, WV, WI and WY.

Provides verification of specified state operator license through the Department of Motor Vehicles. Information can include:

- Name(s)
- State of issue
- Previous state of issue
- Violation
- Points
- Current license status

Instantly reporting results in most states. Additional state access fees may apply. We must charge these fees where applicable in addition to the cost of the report.

*CA Motor Vehicle Checks must be ordered in conjunction with another search.*

## **Credit Report**

### **\$8.10**

Instantly reporting results. Provides credit history through a national credit bureau. Information obtained can include:

- Name(s) on account
- Date opened
- Status date
- High credit
- Amount owing
- Rating and history
- Late payments
- Public record amounts
- Employment and residence history may be included

As part of our strong commitment to privacy and data security, First Advantage works closely with the three nationwide credit bureaus to ensure that the credit information included in our background reports is used appropriately. These bureaus have mandated that businesses in certain industries, such as financial counseling services, attorneys and insurance claims adjusters, are not permitted to receive credit information from us under any circumstances.

Since First Advantage serves organizations across several industries, it is possible that a client in one of these prohibited industries will be denied access to our credit products, including employment credit reports, Social Security Number Verifications, and First Advantage National Criminal File Plus searches. Should your organization be affected by this credit bureau mandate, we will be happy to work with you to suggest alternative information that may fit your needs. Please contact your account representative to discuss your available options.