



5205 Lake Shore Drive
Waco, Texas 76710



The Information Company
Authorized Representative

McClain Group, LLC
SBP MCC00071
800-448-9907

Integrated Screening Partners

Thank you for your interest in Integrated Screening Partners. Through a joint partnership with Profiles International, Inc. and McClain Group, L.L.C., Integrated Screening Partners is able to provide quality background checks to you at special pricing. For more information on our services and pricing, please follow the steps below to get started.

1. Send an email to info@promesa.com with the following contact information:
 - a. Company Name
 - b. Phone #
 - c. Billing Address
 - d. Contact Name
 - e. Contact Email

This email may contain any questions about our services and what services you are currently using, if any, in your background screening process.

2. Print the ISP Business Service Agreement attached.
3. Fax or email the completed and signed Business Service Agreement to (512) 891-6161 by using the fax cover sheet provided.

Please expect a call from an Integrated Screening Partners consultant as we would like to discuss what, if any, of our services will fit your needs and budget. Integrated Screening Partners prides itself on our ability to work with specific customization requests as these services we feel, are important to ensuring a safe, and quality enhanced work environment.

Please feel free to visit our website for more information about our growing company at www.integratedscreening.com

Any questions or concerns during this process may be directed to us at (800) 474-4420.



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FAX COVERSHEET

TO: Amanda Garcia, Customer Service

FAX #: 512-891-6161

FROM:

RE: Business Service Agreement and Order Options Checklist

PAGES: 3 + Cover page

Please deliver immediately to recipient



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BUSINESS SERVICE AGREEMENT

This agreement is made by and between _____, ("**Company**"), whose address is _____ and phone number is _____ and Integrated Screening Partners, whose address is 5316 Hwy. 290 West, Ste. 500, Austin, Texas ("**Provider.**")

1. **Description of Company.** The Company has been in business for ____ years and ____ months. The type of ownership is _____, and type of business is _____. This company's phone number is _____. The contact person is _____.
2. **Permissible Purpose.** The specific purpose that the consumer information will be used for is pre-employment screening purposes.
3. **Description of Services.** The company hereby employs the Provider to perform the following services in accordance with the terms and conditions set forth in this agreement: (a) the Provider will consult with certain officers and employees of the Company concerning matters relating to pre-employment screening and background investigation services; (b) the Provider will supply the Company with background investigation reports on new and / or current employees.
4. **Terms of Agreement.** The term of this Agreement is perpetual. However, either party can terminate this Agreement with a thirty (30)-day written notice.
5. **Place Where Services Will Be Rendered.** The Provider will perform most services in accordance with this contract at a location of the Provider's main office identified above.
6. **Payment to Provider.** The Provider will be paid on a "per report" basis for work performed in accordance with this agreement. The Provider will submit an itemized statement setting forth the number of reports performed, and the Company will pay the Provider the amounts due as indicated by statements submitted by the provider within thirty (30) days of receipt.
7. **Independent Contractor.** Both the Company and the Provider agree that the Provider will act as an independent contractor in the performance of its duties under this contract. Accordingly, the Provider shall be responsible for payment of all taxes including Federal, State and local taxes arising out of the Provider's activities in accordance with this contract, including by way of illustration but not limitation, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, and any other taxes or business license fee as required.



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8. **Confidential Information.** The **Company** and **Provider** both agree that any information received by the Company or Provider during any furtherance of the Provider's obligations in accordance with this contract will be confidential in nature and will not be revealed to any other persons, firms or organizations.

9. **Access Security Requirements.** The Company agrees that the information, which is received from the Provider, will be accessed by authorized personnel and any and all electronic and or hard copy files will be kept secure.

10. **Fair Credit Reporting Act Requirements.** Company hereby certifies that any information obtained for employment purposes are subject to the requirements of the Fair Credit Reporting Act (FCRA). The Company agrees to perform the following; a) make clear and conspicuous written disclosure to the consumer prior to obtaining the report, in a document that consists solely of the disclosure, that a consumer report (background investigation report) may be obtained. b) Obtain prior written authorization from the consumer. c) Not use such information in violation of any federal or state equal opportunity law

or regulation. d) Prior to taking any adverse action based in whole or in part on the information provided in the consumer report, provide the consumer with a summary of the consumer's rights under the FCRA and a copy of the consumer report.

11. **"End User" Restrictions.** Company hereby certifies that they are the "end user" of the consumer report and that the Company will not resell the reports to any third party.

Association Name: _____

Signature: _____

Printed Name & Title: _____

Email Address: _____

Provider Name: **Integrated Screening Partners, A ProMesa Enterprises, Inc. Affiliate**

By: **Amanda Garcia**

Signature: _____

Printed Name & Title: _____



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EMPLOYMENT BACKGROUND CHECK SERVICE OFFERING-USA

Pricing General Information

For each screen you will select one of the packages below and have the option to add any additional services from the a-la-carte list. Another option is to order individually from the a-la-carte menu.

1. Packages

1. **Level 1 Package \$ 23.50 per screen which includes:**
 - **Social Security Verification and Current County Level Search**
2. **Level 2 Package \$ 49.50 per screen**
 - **Social Security Verification and County Level Search in Applicant's last 7 year address history**
3. **Level 3 Package \$ 59.50 per screen**
 - **Level 2 package plus Federal Court District Records Search for last 7 years**

2. A-La-Carte Pricing

Social Security Verification	\$ 6.20
State District Criminal Records (County Level Searches)	\$17.30 per county
Federal District Criminal Records	\$10.85 per district
National Database Searches (includes sex offender databases)	\$13.00
Statewide Database Searches	\$11.80 per state plus state fee
Education Verification (United States/Canada)	\$12.40 per institution plus fees*
Employment Verification (United States/Canada)	\$11.85 per employer
Professional License	\$15.45 each
Nat. Practitioner Data Bank/Healthcare Integrity & Protection Data Bank	\$11.10 each or \$17.30 for both
Driving Record	\$ 6.00 plus state fee ⁺
Office of Foreign Assets Control (OFAC) Searches	\$ 3.65 per repository
Fraud & Abuse Control Information System Check (FACIS)	\$ 8.80 / \$5.70 / \$4.65⊕
Consumer Credit Report (United States/Canada)	\$13.40 (summarized)
Bankruptcy	\$20.00
Employment Physicals	Varies~
- Non-DOT Drug Screening (negative result)	\$40.00
- Non-DOT Drug Screening (positive result – includes MRO fee)	\$55.00
- DOT Testing	\$55.00

*Third party fees associated with verifications are passed through to our clients at cost.

⁺See appendix A for state fees.

~Pricing is dependent on the parameters of the physical, call for pricing.

⊕Pricing dependent on search levels with Level 3 being the most comprehensive. It includes OIG/GSA & other Federal sources plus 50 state and over 700+ source agencies

Mandatory court fees (imposed by the courts) related to county-level criminal history searches do exist in a very few locations around the country. Most of these fees are \$5.00 with the most notable exception being the OCA in New York which forces a \$52 court fee. These fees are passed to our clients. An exhaustive list of these pass-through court fees is available upon request.