

BACKGROUND INVESTIGATIONS

LEVEL A: Investigations are comprised of manual and database searches including but not limited to criminal, civil, litigation, liens and judgments. Employment history, credit, education, and professional licensing will be verified. These searches and verifications will cover the past seven years. A typical Level A investigation will be organized as follows:

Collect and confirm personal information such as:

- Date and place of birth
- Social Security Number or other national identification information
- Previous/current residences/related addresses
- Undertake real and personal assets inquiries, i.e., property records
- Substantiate business affiliations and associations
- Obtain criminal history, including sex offenders records, and civil litigation, as well as related records at the municipal, state and federal level. Family court records also will be reviewed. In certain states a subject's driving record can be reviewed.
- Scrutinize financial data such as personal bankruptcy, liens and tax standing
- Corroborate employment history and education history

LEVEL B: Includes all Level A inquiries plus interviews based on the prospective employee's applications and public records searches, such as but not limited to regulatory, government, industry or other community online resources. A typical Level B investigation will be organized like a Level A but with the following additions:

- Screen principal(s) in local media and Internet sources (Facebook, Twitter, LinkedIn, Pinterest, Instagram, etc), as well as in international/governmental watch lists
- Gauge risk factors and reputation through telephone interviews of references provided to AG
- Evaluate business and community reputation



LEVEL C: Includes all Level B inquiries and interviews plus additional interviews of independent sources developed by the investigator and source contacts. The investigation will also review a broader timeframe and may require an AG investigator to interview the subject in person.

- Gauge risk factors and reputation through contacts provided to AG and through references independently developed during the investigation
- AG investigator conducts an interview(s) of the subject

Contractor/Corporate Entity Investigation will include the following:

- · Gather company registration and shareholder details
- Ascertain business activities
- Identify affiliates and subsidiaries in which the principal/proprietor is listed as an officer
- Search and procure litigation filings in which principal(s) or its subsidiaries have been named as either a plaintiff or defendant
- Conduct business credit and financial checks and determine standing with tax authority
- · Search for liens, judgments, bankruptcies or notices of default
- Determine whether any regulatory authority has disciplined the subject company
- Search local media and Internet, as well as government watch lists, for any derogatory information
- Gauge business reputation, either through contacts provided by AG, or through references independently developed during the investigation

Credit Checks can be undertaken on a standalone basis for \$100 per check.

Signature and Signature VIP clients should call 1(844) 868-3723 for assistance.