

**CALIFORNIA CREDIT NOTICE**

Pursuant to Section 1785.20.5 of the California Civil Code, the Company informs you that it intends to obtain a consumer credit report about you from ADP Screening and Selection Services, Inc., 301 Remington Street, Fort Collins, CO 80524; website, <http://www.adpselect.com> (includes privacy practices), in order to evaluate your suitability for employment, or continued employment, in a position falling within one of the following categories, as indicated:

- A position for which the information contained in the report is required by law to be disclosed or obtained;
- A position in the state Department of Justice;
- A position as a sworn peace officer or other law enforcement position;
- A managerial position covered by the executive exemption set forth in subparagraph (1) of paragraph (A) of Section 1 of Wage Order 4 of California's Industrial Welfare Commission;
- A position that involves regular access to bank or credit card account information, Social Security numbers, and dates of birth for any purpose other than the routine solicitation and processing of credit card applications in a retail establishment;
- A position where the individual can transfer money or enter into financial transactions on behalf of the Company;
- A position where the individual is, or will be, the named signatory on the Company's bank account or credit card account;
- A position that involves access to confidential or proprietary information; or
- A position that involves regular access during the work day to \$10,000 or more of cash.

**WASHINGTON CREDIT NOTICE**

Pursuant to the Revised Code of Washington Section 19.182.020, the Company informs you that it may obtain information bearing on your credit worthiness, credit standing, and/or credit capacity because the Company believes such information is substantially job related, for at least the following reasons:

- In a position that is provided an expense account or corporate credit card.
- In a position of corporate management with access to financial records and processes including authority to issue payments, transfer money, and issue contracts.

**COLORADO CREDIT NOTICE**

Pursuant to Colorado Revised Statutes Section 8-2-126, the Company informs you that it intends to obtain consumer credit information about you because you are seeking work in a position that:

- Constitutes executive or management personnel or professional staff to executive or management personal and the position involves one or more of the following (check each box that is applicable):
- Setting the direction or control of the company, a division, or a unit;
- A fiduciary relationship to the company;
- Access to personal or financial information other than information customarily provided in a retail transaction;
- The authority to issue payments, collect debts, or enter into contracts; OR
- Involves contracts with defense, intelligence, national security, or space agencies of the federal government;
- Is with a bank or financial institution.

**CONNECTICUT CREDIT NOTICE**

Pursuant to Connecticut General Statutes Section 31-51tt, the Company informs you that it intends to obtain a credit report about you because you are seeking work in a position falling within one of the following categories, as indicated:

- A position that is with a financial institution;
- A position for which a credit report is required by law;
- A position that is managerial and involves setting the direction or control of the Company or a division or unit of the Company;
- A position that involves access to customers', employees' or the Company's personal or financial information other than information customarily provided in a retail transaction;
- A position that involves a fiduciary responsibility to the Company, including, but not limited to, the authority to issue payments, collect debts, transfer money or enter into contracts;
- A position that is provided an expense account or corporate debit or credit card;
- A position that provides access to confidential or proprietary business information or trade secrets; or
- A position that involves access to the Company's nonfinancial assets valued at \$2,500 or more, including, but not limited to, museum and library collections and to prescription drugs and other pharmaceuticals.

**MARYLAND CREDIT NOTICE**

Pursuant to Maryland Labor & Employment Code Section 3-711, the Company informs you that it intends to obtain a credit report about you and/or information about your credit history because you are seeking to work:

- For a business/entity that is expressly exempt from Maryland Labor & Employment Code Section 3-711;
- In a position that is managerial and involves setting the direction or control of a business, or a department, division, unit, or agency of a business;
- In a position that involves access to personal information, as defined in § 14-3501 of the Commercial Law Article, of a customer, employee, or the Company, except for personal information customarily provided in a retail transaction;
- In a position that involves a fiduciary responsibility to the Company, including the authority to issue payments, collect debts, transfer money, or enter into contracts;
- In a position that is provided an expense account or a corporate debit or credit card; or
- In a position that involves access to confidential business information or trade secrets.

**NEW YORK CITY CREDIT NOTICE**

Pursuant to N.Y.C. Admin Code 8-107.24, the Company informs you that it intends to obtain consumer credit history about you because you are seeking to work in a position:

- Required by state or federal law or regulations or by a self-regulatory organization to use an individual's consumer credit history for employment decisions;
- Of police officer, peace officer or with a law enforcement or investigatory function at the Department of Investigation;
- That is subject to a Department of Investigation background investigation;
- That requires bonding under federal, state or City law or regulation;
- That requires security clearance under federal or state law;
- That requires regular access to trade secrets, intelligence information, or national security information;
- That involves responsibility for funds or assets worth \$10,000 or more; or
- That involves control and access of the Company's digital security systems.

**OREGON CREDIT NOTICE**

Pursuant to Oregon Revised Statutes Section 659A.320 and Oregon Administrative Rules Section 839-005-0080, the Company informs that you it intends to obtain information about your credit history because you are seeking to work:

- For a business/entity that is expressly exempt from Oregon Revised Statutes Section 659A.320;
- As a public safety officer who will be or who is: a member of a law enforcement unit; employed as a peace officer; and responsible for enforcing the criminal laws of Oregon or laws or ordinances related to airport security;
- In a position that involves, as an essential function, access to financial information not customarily provided in a retail transaction that is not a loan or extension of credit; or
- In a position that requires the Company to obtain credit history as a condition of obtaining insurance or a surety or fidelity bond.

**VERMONT CREDIT NOTICE**

Pursuant to Vermont Statutes Annotated Chapter 21, Section 495i (21 V.S.A. §495i), the Company informs you that it may obtain a credit report about you and/or information about your credit history for the following reason(s), as indicated:

- The information is required by state or federal law or regulation;
- You seek to be/are retained in a position that involves access to “confidential financial information” (defined as “sensitive financial information of commercial value that a customer or client of the Company gives explicit authorization for the Company to obtain, process, and store and that the Company entrusts only to managers or employees as a necessary function of their job duties”);
- The Company is a financial institution as defined in 8 V.S.A. §11101(32) or a credit union as defined in 8 V.S.A. §30101(5);
- You seek to be/are retained in a position as a law enforcement officer, emergency medical personnel or firefighter as these terms are respectively defined in 20 V.S.A. §2358, 24 V.S.A. §2651(6) and 20 V.S.A. §3151(3);
- You seek to be/are retained in a position that requires a financial fiduciary responsibility to the Company or the Company’s clients, including the authority to issue payments, collect debts, transfer money or enter into contracts;
- You seek to be/are retained in a position that involves access to the Company’s payroll information; or
- The Company can demonstrate that credit information is a valid and reliable predictor of performance in your specific position