

LANDLORD SERVICES LLC APPLICATION FOR SERVICE

Phone: 920-436-9855/Email: Infoserv99@yahoo.com

BUSINESS OR PROPERTY OWNER NAME _____

NATURE OF BUSINESS (example: Landlord/Property Mgr) _____

YOUR BILLING ADDRESS: _____

(Include City, State and Zip Code)

SOCIAL SECURITY NUMBER _____

CONTACT PHONE# _____ List below names of persons authorized to obtain reports:

FAX NUMBER _____

EMAIL ADDRESS _____

WEBSITE ADDRESS (If Applicable) _____

Check one _____ PARTNERSHIP _____ CORPORATION _____ SOLE OWNER

LLC Name (If Applicable) _____

Phone Number listed for Business _____ Are you in the yellow pages _____

Check one or more-I would like to request credit reports by: _____ Online Access _____ Fax

Reason for obtaining credit reports: _____

The undersigned, (herein referred to as End User) petitions Landlord Services for the use of its services upon the basis outlined in this contract. If accepted by Landlord Services as a member, agrees that the following shall constitute a service contract between the End User and Landlord Services.

In Compliance with Public Law 91-508

Subscriber (End User) agrees to comply with all the provisions of Public law 91-508 (Known as the Fair Credit Reporting Act) and all other applicable statute, both State and Federal, that the information will be requested only for the End User's exclusive use, and agrees that the inquiries will be made only when the End User intends to use the information for permissible purposes. Permissible purposes can be in connection with the rental of property, employment screening or the extension of credit. Subscriber acknowledges receipt of the form "Notice to Subscriber of Obligations under the FCRA" and subscriber agrees to abide by said obligations. Form can also be found at www.ftc.gov/05/2004/11/04119faxtaapph.pdf.

End User agrees to obtain written permission from the prospective applicant prior to obtaining a credit report on that person. End User also agrees that if credit is denied due to the information obtained in the credit report, they will provide the consumer with the phone number of the Credit Bureau. End User will not disclose consumer information to any other person. In case the disclosure of such information leads to any claim or litigation, Landlord Services shall be harmless from any liability, damage, cost or expense including reasonable attorney fees resulting from the disclosure of information by the End User. Landlord Services shall not be liable in any manner whatsoever for any loss or injury to applicant resulting from the obtaining or furnishing of such information. Landlord Services does not guarantee the accuracy of such information, information being based upon reports obtained from sources considered by the Credit Bureau to be reliable.

Landlord Services agrees to provide the above named End User with a current Credit Report, furnished by the Credit Bureau, on specified subjects, for a fee. End User agrees to pay upon receipt of billing for any processing fee and all reports or information requested by the Subscriber, according to the schedule of charges now or subsequently established by Landlord Services.

I authorize Landlord Services to verify all information contained in this application including, bank references, credit references and personal credit reports.

I HAVE READ THE COMPLETE 6 PAGE AGREEMENT (APPLICATION FOR SERVICE AND SUBSCRIBER INFORMATION APPLICATION) AND AGREE TO COMPLY WITH ALL THE RULES AND REGULATIONS THEREIN.

Subscriber's (End User) Signature _____ Date _____

Mail completed form to Landlord Services LLC, 1264 Cass St. Green Bay, WI 54301 or Fax to 920-436-9856

Where did you hear about this service: _____

Landlord Services, LLC
Phone 920-436-9855

PAGE 2 – APPLICATION – REQUIRED TERMS FOR THE SALE OF CONSUMER REPORTS BETWEEN LANDLORD SERVICES AND ITS SUBSCRIBER (END USER)

1. Subscriber (End User) certifies that it will request consumer reports pursuant to procedures prescribed by Landlord Services for the permissible purpose certified in this service application, and will use the reports obtained for no other reason.
2. Subscriber (End User) will obtain the following information on a rental application from the prospective tenant and **will maintain copies of all written authorizations for a minimum of 5 years from the date of inquiry.**
 - 1) The Address of the Rental Property
 - 2) The Consumers Name
 - 3) The Consumers Current Address
 - 4) The Consumers Social Security Number
 - 5) The Consumers Date of Birth
 - 6) The Consumers Signature (Clearly authorizing the Property Owner or Manager to obtain a credit report)
3. Subscriber (End User) will use the Consumer Report only for a 1-time use, and hold the report in strict confidence.
4. Subscriber (End User) will maintain adequate security with reference to access and use of access codes, security passwords, consumer data and remote computer access capabilities to prevent unauthorized use and ensure confidentiality. End user will maintain anti-virus and firewall protection on the computer being used to request credit reports.
5. Subscriber (End User) agrees to pay Landlord Services a \$70.00 processing fee for service prior to account being activated. (A check can be mailed with this application or credit card information may be called or faxed to Landlord Services, LLC Phone 920-436-9855/Fax 920-436-9856) **Payment is required prior to account approval.**
6. Subscriber (End User) is either a (please check one) Rental Property Owner or Rental Property Manager and has a permissible purpose for obtaining consumer reports, as defined by Section 604 of the Federal Fair Credit Reporting Act (15 USC 1681b) amended as of July 1999. The subscriber certifies their permissible purpose is in connection with a tenant screening application involving the consumer. **Please list the addresses of the rental properties you own or manage.**

7. If you own properties, you must include copies of the following documents for identification purposes:
Drivers License or Business License
County Tax bill for each property to be rented (Or other documentation of ownership)
8. If you only manage the properties, and do not own them, you must include copies of the following documents for identification purposes.
A copy of the management contract between the owner and manager.
Copies of 2 executed lease agreements between Management Company and tenant.

Subscriber (End User) Signature _____ Date _____

Tax ID # (Businesses only) _____

SERVICE AGREEMENT BETWEEN LANDLORD SERVICES (RESELLER) AND END USER (CUSTOMER)

1. End user is either a Rental Property Owner or Rental Property Manager or Business and has a permissible purpose for obtaining consumer reports in accordance with the Federal Fair Credit Reporting Act (15 USC 1681b et seq.) including with out limitation, all amendments thereto (“FCRA”). The end user certifies their permissible purpose is in connection with a tenant screening application involving the consumer.
2. End User certifies that End User shall use the consumer reports: (a) solely for the End Users certified use and solely for the End User’s exclusive one-time use. End User shall not request, obtain or use consumer reports for any other purpose including, but not limited to, for the purpose of selling, leasing, renting or otherwise providing information obtained under this Agreement to any other party, whether alone, in conjunction with End User’s own data, or otherwise in any service which is derived from the consumer reports. The consumer reports shall be requested by, and disclosed by End user only to End User’s designated and authorized employees having a need to know and only to the extent necessary to enable End User to use the Consumer Reports in accordance with this Agreement. End User shall ensure that such designated and authorized employees shall not attempt to obtain any Consumer Reports on **themselves**, associates, or any other person except in the exercise of their official duties.
3. End User agrees to defend and hold Landlord Services, Trans Union and Equifax and/or any of its affiliates, their employees and agents, harmless on account of any expense or damages arising out of end users or end users employees or agent’s breach of any of the terms herein or violation of any law applicable hereto. In no event will Landlord Services be held liable for any incidental or consequential damages, however arising. End user shall indemnify, defend and hold Landlord Services harmless from and against any and all costs and liabilities, including reasonable attorney’s fees, which may be asserted against Landlord Services based upon the improper use by end user of information furnished to end user.
4. THE FCRA PROVIDES THAT ANY PERSON WHO KNOWINGLY AND WILLFULLY OBTAINS INFORMTION ON A CONSUMER FROM A CONSUMER REPORTING AGENCY UNDER FALSE PRETENSES SHALL BE FINED UNDER TITLE 18 OF THE UNITED STATES CODE OR IMPRISONED NOT MORE THAN TWO YEARS, OR BOTH.
5. End User will use the Consumer Report only for a 1-time use, hold the report in strict confidence and not disclose it to any third parties, provided that End User may, but is not required to, disclose the report to the subject of the report only in connection with an adverse action based on the report. Moreover, unless otherwise explicitly authorized in an agreement between Reseller and its End User for scores obtained from Trans Union or Equifax, or as explicitly otherwise authorized in advance and in writing by Trans Union or Equifax through Reseller, End User shall not disclose to consumers or any third party, any or all such scores provided under such agreement, unless clearly required by law.
6. With just cause, such as violation of the terms of the End user’s contract or a legal requirement, delinquency in payment, or a material change in existing legal requirements that adversely affects the End User’s agreement, Reseller may, upon its election, discontinue serving the End User and cancel the agreement immediately.
7. End User will request Scores only for End User’s exclusive use. End User may store Scores solely for End User’s own use in furtherance of End User’s original purpose for obtaining the Scores. End User shall not use the Scores for model development or model calibration and shall not reverse engineer the Score. All Scores provided hereunder will be held in strict confidence and may never be sold, licensed, copied, reused, disclosed, reproduced, revealed or made accessible, in whole or in part, to any person except (I) to those employees of End User with a need to know and in the course of their employment; (II) to those third party processing agents of End User who have executed an agreement that limits the use of the Scores by the third party to the use permitted to End User and contains the prohibitions set fourth herein regarding model development, model calibration and reverse engineering; (III) when accompanied by the corresponding reason codes, to the consumer who is the subject of the Score; or (IV) as required by law.

The person signing below has direct knowledge of the facts certified.

End User (Customer’s) Printed Name _____ Date _____

Signature of End User _____

Physical Location of the End User (Address) _____

Signature of Reseller (Landlord Services,LLC) _____ Date _____

Please send a copy of your driver’s license or business license for verification, along with this agreement.

LANDLORD SERVICES, LLC SUBSCRIBER INFORMATION APPLICATION

Are you a member of an Apartment Association? _____

If yes, which Apartment Association? _____ Member # if possible _____

Would you like the Credit Report Score to appear on all of your reports? _____
(There is an extra charge of \$1 per score requested)

Do you have an office? _____ yes _____ no

If yes, is the office located in your home or outside of your home? _____

Physical address of office _____

Do you have a separate Rental Business Bank Account? _____

If yes, you must include a copy of a bank statement for verification with this application.

If yes, Name and city of Institution _____

Phone # _____ Account Number _____

List one credit reference (Company you maintain a account with for the rental business-example- hardware store, heating contractor, plumber)

Name and city of Institution _____

Phone # _____ Account Number _____

1. End User will never release their access codes to any other person, or display physically in any way.
2. End User has a signed agreement from the potential tenant giving the user permission to obtain a credit report.
3. End User is responsible for protecting their passwords and the confidential data that may be on their workstations.
4. End User will not pre-install electronically "remembered" account identifications or passwords.

FAILURE TO COMPLY WITH THE FAIR CREDIT REPORTING ACT LAWS (FCRA) CAN RESULT IN STATE OR FEDERAL ENFORCEMENT ACTIONS, AS WELL AS PRIVATE LAWSUITS, (SECTIONS 617, 619, 621). IN ADDITION, ANY PERSON WHO KNOWINGLY AND WILLFULLY OBTAINS A CONSUMER REPORT UNDER FALSE PRETENSES MAY FACE CRIMINAL PROSECUTION (SECTION 619)

By signing this form I certify that I am the End User and agree to the above and allow Landlord Services to verify any information contained herein.

Business Name _____

Signature _____ Date _____

Email Address _____

I would like my invoices (choose one only) _____ mailed _____ emailed

We are required by the credit bureaus to perform an inspection of your office or work space.

You will be contacted by a representative from Trend Source after your account has been set up. Trend Source will arrange a time with you to complete an onsite visit of your office or work space. They will be verifying your physical location, photographing your locked file cabinet or door and office or work space, and completing a questionnaire regarding your space. This is a requirement of the credit bureaus in order for us to continue to provide you with our credit reporting service. Please give them full cooperation.

Please read and sign the statement below.

- I will cooperate with the outside vendor to schedule an onsite visit of my work space.
- I will not allow any unauthorized person to be present when I order or receive a credit report.
- I will not leave a credit report on my computer screen or in printed form on my workspace.
- I will keep copies of all credit reports in a locked file cabinet or drawer.
- I will not display my access codes (if applicable) on my workspace.
- I will not use a speakerphone when retrieving credit information.
- I will only request reports on future applicants, not myself or family or friends.

Signature _____

Printed Name _____

Complete the bottom section of this page only if your office/workspace is in your home.

How will you be requesting reports?(Online or Fax) _____

Do you have a separate room in your home designated as workspace? _____

Where in your home is the workspace located? _____

Is there a door on the room that the workspace is located? _____

Is there a lock on the door? _____

Do you have a locked desk or file cabinet? _____

Please attach copies of the following:

- ✓ Copy of the tax bill on your home or other proof of ownership.
- ✓ Copies of 3 new or current rental applications

YOUR ARE REQUIRED TO PROVIDE US WITH A LETTER OF INTENT

This is an example. Please retype on your own letterhead using your name and address.

Name or Business Name
Street Address
City, State, Zipcode

Date: _____

Landlord Services, LLC
1264 Cass St.
Green Bay, WI 54301

Re: Letter of Intent

I am in the business of leasing or managing rental real estate. I intend to use Consumer Reports to check tenant qualifications for rental properties owned and/or managed by me or my business entity and for collection of rents and for no other purpose.

I anticipate that I will use _____ Consumer Reports per month.

I anticipate my access will be primarily (check one)

_____ Local

_____ Regional

_____ National

Sincerely,

Signature

Date

Name of Business