



Overview of Contract –

The Credit Bureau requires this information to be certain there is a legitimate business need for pulling background information. Applicant information is highly sensitive and must be kept secure at all times. This includes passwords and file cabinets. We must comply at all times with state and federal regulations regarding credit and criminal information. Thank you. Call anytime if you need help with this paperwork.

- 1) Application for Membership and Service Contract – Read over this and fill in the correct information.
- 2) ACUTRAQ Member Service Agreement – To be completed for our records
- 3) Credentialing Checklist – (this is the information required to pull credit information, if you need help with this section please call.)
- 4) Request for Bank Reference – You will fill out the top part only and give to your bank, the bank will complete their section and fax back to us. (This is only a reference, it will tell us type of account, we will not see any sensitive information)
- 5) Access Security Requirements – Read Carefully, it is very important that we comply with all security requirements to protect our consumers information. Each person with a user name must sign this to ensure they understand the responsibilities of such sensitive data.
- 6) Site Inspection - To comply with the Credit Bureau we must physically come and visit your place of business.

The Credit Bureau requires this information to be certain that there is a legitimate business need. This is highly sensitive information we are dealing with. We must comply at all times with state and federal regulations regarding credit and criminal information.

If you have any questions please feel free to call anytime.

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