

INFORMING NOTICE – REGARDING AN ACTION TAKEN ON YOUR CASE

COUNTY	
CASE NAME	
CASE NO.	OTHER ID NO.
WORKER NAME	

Date: _____

This form provides information about the report from a credit reporting agency used to make changes to your case. A consumer credit report can verify employment, such as your wages, your salary, your hours worked or if and where you are employed. This report is a regulated by the Fair Credit Reporting Act.

The action taken on your case is explained on the enclosed form: _____ .
Name of NOA, Etc., Used

"The action being taken against you is based in part from information obtained from the Consumer Credit Report Agency listed below. This Agency did not make the decision to take this action against you and is not able to explain why the decision was made. You can obtain a free copy of information contained in your file if you make a request to the Agency within 60 days. You may dispute the accuracy or completeness of any information by contacting the Agency."

The information to make this change to your case was provided by:	Name of Agency Providing Notice
How can you obtain a copy of your employment verification report?	By telephone: _____ <div style="text-align: right;">Toll-Free Number</div> By mail: _____ <div style="text-align: right;">Address</div> On the web: _____ <div style="text-align: right;">Website Address</div>
What if there are mistakes in your consumer credit report?	<p>You have a right to dispute any inaccurate information in your consumer credit report. Under Federal law, you have the right to obtain a copy of your consumer credit report without charge for 60 days after you receive this notice.</p> <p>If you find mistakes in your consumer credit report, contact the consumer reporting agency.</p> <p>It is a good idea to check your consumer credit report to make sure the information is correct.</p>
How can you get more information about your employment verification report?	For more information about consumer reports including this report, visit the Consumer Financial Protection Bureau's website at www.consumerfinance.gov/learnmore
Please call your county worker if you have any questions about the information in this notice.	County Worker Name: _____ Telephone Number: _____