



469 West Main Street | Branford, CT 06405

Ph: 203-488-6944 | Fax: 203-488-2012

www.reitmanpersonnel.com

AGREEMENT

Company Name: _____

Address: _____ City/State/Zip: _____

Contact: _____ E-mail: _____

Phone: _____ Fax: _____

Authorized User(s): 1) _____ 2) _____

3) _____ 4) _____

Each company will be assigned a unique user id number.

Pre-employment checks are a valuable management tool. They provide data to assist in hiring decisions.

Reitman Personnel manages pre-employment checks. This added value service is provided with the understanding and agreement that any hiring decision (or action taken by your company) regarding the individual candidate checked or tested is solely the decision of your company.

Your request for this service includes your company agreement to hold Reitman Personnel totally harmless for any claims arising from action you take regarding any individual candidate.

Our fee is payable within 30 days, and is subject to 6% Connecticut Sales Tax. A 1% per month interest charge may be added after 30 days. Your company agrees to pay all collection costs in the event it is necessary to engage an attorney for collection.

Client Signature & Title

Date

<u>Pre-employment Check(s)</u>	<u>Cost</u>
Instant Drug Test (performed by certified lab) (2-3 hours, 48 hours for out of norm results)	\$37.50
National Criminal Records Check (instant-same day) (Includes Social Security number verification) (CA & MA do not participate in background checks)	\$15.00
Credit Check: (same day - next day)	\$31.25
Confirmation of Education: (5-7 work days)	\$10.00 per school
Confirmation of Employment: (3-5 work days)	\$15.00 per job
DMV (CT- same day) (Cost and results time may vary by state)	\$42.50

Other pre-employment checks available upon request.