

Dear Valued Customer,

We are delighted to announce that BackCheck will be able to provide our customers with much more criminal record information than has been available for the past year. Starting Monday February 21<sup>st</sup>, BackCheck will commence a new feature within our criminal record check service called "Confirmation of Declaration." Quite simply, if a candidate has a criminal record and they disclose it accurately on the BackCheck consent form, we will be able to respond back to you with confirmation that the declaration of offenses listed by them is complete and accurate. This will allow you to make more informed decisions faster, and without the need for fingerprints and the associated cost and delay.

There is no extra cost for this enhanced service and it will work within both our paper-based consent and online consent environments.

#### **How do I get Confirmation of Declaration?**

Most of our clients are already using consent forms that provide an opportunity for a candidate to disclose their record. The only change we must ask for is that you simply make available to your candidate a copy of our "Supplemental Information Sheet," this is required by Canada's new Police Policy. This information sheet can be located at: <http://backcheck.net/supplemental-name-based-criminalrecordchecks.htm>

**NOTE:** If your current consent forms do not have a place for your candidate to disclose their record, simply contact our Client Care team and we will provide you with updated consent forms.

BackCheck Client Care:

Phone: 1-877-766-2403

E-mail: [customerservice@backcheck.net](mailto:customerservice@backcheck.net)

On the occasion where a candidate has not been completely forthcoming and the disclosed record is not confirmed we are also pleased to offer you the option to "Zero-In" on their criminal record details. Visit [www.backcheck.net/zero-in](http://www.backcheck.net/zero-in) to see how BackCheck's latest technology enables you to Zero-In on criminal records quickly. You can sign-up for BackCheck Zero-In by contacting your BackCheck Account Executive or Account Coordinator.

Thank you for your continued support over the past year. Rest assured, BackCheck has continued to invest in our industry leading technology in order to provide you with the full advantages the new Police Policy has to offer and to bring you many other new features and services. We look forward to sharing these with you.

#### **BackCheck Client Care Team**

**BackCheck** - Know **Who** You're Hiring!

a division of Checkwell Decision Corporation

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