



Mail to:
BackTrack Inc.
Attn: Full File Disclosure
8850 Tyler Blvd.
Mentor, OH 44060

Instructions:

- Please print or type clearly. If we are unable to read the request, it will be returned to you as unprocessed.
- Please provide all information requested so that we may properly process your order.
- You may only order information on yourself.
- Send the completed order form, identification and address verification documents to the address above.

| Consumer Information | | |
|-----------------------------|--------------------------|-------------|
| Last Name | First Name | Middle Name |
| Maiden Name | Any Other Name(s) Used | |
| Social Security Number | Date of Birth | |
| Driver's License Number | State License was Issued | |
| Address Information | | |
| Current Address | | |
| City | State | Zip |
| Mailing Address: | | |
| City | State | Zip |
| Contact Information | | |
| Daytime Phone Number | | |
| Email Address | | |

Signature: _____ Date: _____

Request for Full File Disclosure Directions:

Step One:

All requests for full file disclosures MUST be in writing. You may complete the attached form or you may submit your own letter. In all cases, all of the requested information must be provided.

Step Two:

You must submit additional documents for identity and address verification. You will need to supply one document from each of the categories below.

Please do not mail original documents to BackTrack. Please send legible / clear copies of one document from each of the following categories.

| Category A – Identity Document | Category B – Proof of Mailing Address |
|---|---|
| <ul style="list-style-type: none">• Driver's License (not expired)• State Issued ID Card (not expired)• Social Security Card• Canadian Issued Driver's License (not expired)• Military Identification Card• Passport | <p>We will accept one of the following: (Must reference the requestor's name and mailing address and must be dated within the preceding two months.)</p> <ul style="list-style-type: none">• Major Credit Card Billing Statement• Major Bank Statement• Major Gas Company Credit Card Billing Statement• Major Department Store Credit Card Billing Statement• Utility Bill (Gas, Electric, Water Sewer or Cable/Satellite)• Telephone Bill• Major Cell Phone Service Provider Bill• Insurance Declaration Page (in full effect / not expired)• Property Tax Bill• Property Deed |
| | <p>We will NOT accept the following:</p> <ul style="list-style-type: none">• Insurance card or insurance statement• Property Tax Receipt |

Step Three:

Mail the completed form or your letter, along with one document from Category A and one document from Category B to:

BackTrack, Inc.
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Once we have received your completed full file disclosure form and verification documents, we will process your request within 30 days. The completed full file disclosure will be mailed to the mailing address you specify.