SUBJECT NOTIFICATION – CRA New York Notice

Client Logo

(if Client inserts here)

Date

Subject: Important NY Notice about your [Company Name] Background Check ([Package ID])

Dear CONSUMER FIRST NAME LASTNAME:

This notice is required by New York State Law.

The purpose of this notice is to inform you that in connection with your background check request by the company listed below, Accurate Background, a consumer reporting agency, was asked to complete a background check about you. This notice is to let you know that Accurate Background may be reporting criminal or other public record information about you to the company listed below:

COMPANYNAME

COMPANYADDRESS

COMPANYTELEPHONE

At the link below or enclosed, please find the following:

[URL]

1. New York Correction Article 23-A

Please note that this notice is for informational purposes only and neither the company listed above nor Accurate Background is taking any negative action against you whatsoever at this time.

You have a right to seek correction of any inaccurate information contained in a criminal record about you pursuant to the regulations and procedures established by the division of criminal justice services and currently made available here: [FAQs-CHRI-Access.pdf (ny.gov)](https://www.criminaljustice.ny.gov/ojis/documents/FAQs-CHRI-Access.pdf).

Sincerely,

Accurate Background, LLC

[Accurate Background Logotype / Signature]