

Site Inspection Form

Company Name: _____ dba (if applicable) _____

Address Inspected: _____

- A. Is the company located at the exact address provided by the client? Yes No
If not, please explain:
- B. Is the applicant working out of his/her home? Yes No
If Yes, is there physical separation of business and living quarters?..... Yes No
If Yes, is the company listed in a directory/trade association? (If Yes, obtain copy of listing.) Yes No
- C. How many full-time employees were on the premises?
- D. Is there a permanent sign identifying the business? Yes No
If Yes, does it reflect the same name as provided on their application?..... Yes No
If No, what is the exact name appearing on the sign?
- E. Does the company share space with another firm? Yes No
If Yes, is there any affiliation between the companies? Yes No
Will both companies use the credit reports?..... Yes No
Name of other firm(s):
Nature of other firm's business:
- F. Does the space appear to be a temporary/ executive facility? Yes No
e.g. shared receptionist, within a commercial setting
If Yes, provide comments below and list the leasing agent's name and phone number.
- G. Do the space, furnishings, office equipment and inventory match the size and type of business noted? Yes No
- H. Are the company's marketing materials displayed? Yes No
Do they match the type of business noted above?..... Yes No
If available, collect samples of brochures, business cards, etc.
- I. Is there any evidence indicating that the company or any adjacent business is involved in or associated with credit repair? Yes No
- J. Is there any evidence indicating that the company or any adjacent business is involved or associated with brokering, reselling, or releasing credit reports?..... Yes No
- K. Is there any evidence indicating that the company or any adjacent business is involved in or associated with investigative, detective, or private investigation services, legal services, law enforcement, or similar activity? Yes No
- L. If Yes to any of part H, state what evidence (i.e., advertising, signs, licenses, certificates, business cards, etc.) and attach samples, if available.

Inspection sign-off

Signature: _____ Date: _____

Print Name: _____

Client certification

I certify by signature below, that I personally met with the Reseller and/or their agent/vendor to enable them to complete this site visit:

Signature: _____ Date: _____

Print Name: _____

Position/Title: _____