

# Physical Onsite Inspection Request Form

Due to increasing difficulties resulting from fraud, identity theft and mishandling of credit reports the Credit Bureaus are imposing strict security measures. The purpose of the onsite inspection is to ensure that end users are properly set up to safeguard sensitive credit information. All major credit bureaus are requiring the physical onsite inspection as part of their credentialing requirements BEFORE granting access to credit reports. The credit reports will be available after an onsite inspection by a third party vendor (not an NTN representative). The inspection company will call you to schedule an appointment once you have returned the completed subscription agreement including this Physical Onsite Inspection Request Form to NTN.

**The inspection fee of \$75 must be paid in full before the inspection can be ordered.**

If you decide that you do not want to complete the onsite inspection then NTN will provide you with our NTN DecisionPoint report instead of a credit report. That way, consumer sensitive data remains securely within the NTN national system

- I would like to request access to retail credit reports from Experian, Equifax and/or TransUnion.
- I understand that there is a requirement of the Credit Bureaus for physical onsite inspections by approved third party vendors due to the heightened concern for security.
- I understand that the cost of the inspection is \$75.00
- I am aware that the physical onsite inspection requirement may be required annually if I run my business out of my residence to verify compliance with the Credit Bureaus standards for security.

Request Type:  Commercial or  Residential

Business Information

NTN Access Number: \_\_\_\_\_

Business name: \_\_\_\_\_

D.B.A. (if used): \_\_\_\_\_

Phone Number: \_\_\_\_\_

Contact: \_\_\_\_\_

Contact Title: \_\_\_\_\_

Business Address Information (Physical location)

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

DATE: \_\_\_\_\_

Please provide **Decision Point** reports instead of full credit

Please set up the inspection to continue use of credit reports

Check enclosed for \$75.00

**Please return this form to: National Tenant Network, Northwest  
PO Box 21027  
Keizer, OR 97307**