



# HUMAN TRAFFICKING BLOCK REQUEST FORM

## PROCESS FOR REQUESTING A BLOCK OF INFORMATION RELATED TO BEING A VICTIM HUMAN TRAFFICKING

### 1. COMPLETE THE HUMAN TRAFFICKING BLOCK REQUEST FORM (ON PAGE 2)

When you are filling the form, please try to be as precise as possible about the adverse information that should be blocked as a result of being a sex trafficking victim.

### 2. SUBMIT SUPPORTING DOCUMENTATION (UPLOAD LINK IS PROVIDED BELOW)

Upon receipt of a completed Human Trafficking Block Request Form we will send you a secure link to upload the necessary documents to fulfill your request. Requests to block adverse information resulting from human trafficking must include the following:

- ✓ Proof of your identity (such as a scanned driver's license or passport)
- ✓ Trafficking documentation, including at least one of the following:
  - A determination of victim status from a federal, state, or tribal government entity.
  - A determination of victim status from a non-governmental organization or member of a human trafficking task force authorized by the government to make such a determination.
  - Court documents showing victim status.
  - A statement signed by you or your representative attesting that you are a victim of trafficking. The statement or an accompanying document must also be signed by a government entity, a non-governmental organization or human trafficking task force, or a court.

When submitting a completed Human Trafficking Block Request Form, you can send it to us via email, fax, or regular mail. For supporting documentation, you can submit it using the secure upload link we will send to you, or you can use fax, email, or regular mail. Please be sure supporting documents relate to the information you are requesting to block and contains identifying information relating to you.

Email: [support@edifyscreening.com](mailto:support@edifyscreening.com)

Fax: 336-450-4022

Ph: 1-888-503-3439

Mon - Fri: 9am - 6pm EST

**Mailing Addresses: EDIFY Background Screening**  
PO BOX 35141 Greensboro, NC 27425  
206 S. Westgate Dr. Suite G, Greensboro, NC 27407

### 3. REQUEST PROCESSING

EDIFY will investigate your BLOCK REQUEST free of charge and make any necessary changes to your background check report by blocking the requested information per your request with appropriate documentation. If your block request is related to pre-adverse or post-adverse action being taking by a prospective employer, once we have processed your block request and updated your background report a new updated background check report will be produced and resubmitted to the employer in question.

\*In some cases, the Fair Credit Reporting Act provides EDIFY a 25-day window to complete your reinvestigation. If your reinvestigation is not complete in 20 days, please feel free to reach out to EDIFY for additional information.

[Click HERE to UPLOAD DOCUMENTS](#)

[Learn more about your rights under the FCRA](#)

# HUMAN TRAFFICKING BLOCK REQUEST FORM

Your Full Legal Name	Email Address

Current Address

City	State	Zip

Employer Who Ran the Background Check (optional)	Date of the Background Check

Please List the Specific Element(s) You Are Requesting Be Blocked

Please provide as many details as you can regarding any agencies, courts, or government entities that made the determination of your victim status and when this determination was made. (Supporting documents may be required.)

**Electronic Notification Consent:** I consent to receiving electronic notifications regarding my Block Request status, report updates, and final determinations. (Note: If you do not provide authorization, we will send your notices by regular mail which will result in delayed communication.)