

(PLEASE MAKE COPIES)

Counter Intelligence Services® FACSIMILE REQUEST FORM

COMPANY NAME: _____

ACCOUNT #: _____ DATE: _____

PERSON REQUESTING SEARCH: _____ SIGNATURE: _____

PHONE/EXTENSION: (_____) _____ Ext. _____

YOUR CASE REFERENCE NAME / #: _____

<u>CODE #:</u>	<u>DESCRIPTION OF SERVICE REQUESTED</u>	<u>QUANTITY</u>
1) _____	_____	_____
2) _____	_____	_____
3) _____	_____	_____

.....
INFORMATION PERTAINING TO CASE -
(PROVIDE US WITH THE KNOWN INFORMATION ON YOUR SUBJECT/CLAIMANT).

NAME: _____ DOB _____
FIRST MIDDLE LAST

SS#: _____ - _____ - _____ DRIVERS LIC #: _____ DL STATE: _____ MALE { } FEMALE { }

ADDRESS: _____ ZIP: _____

HOME #: (_____) _____ WORK #: (_____) _____ MOBILE #: (_____) _____

COMPANY NAME: _____

COMPANY ADDRESS: _____ ZIP: _____

TAG #: _____ VIN #: _____ TITLE #: _____

INSURANCE INFO: _____ DATE OF LOSS: _____

NOTES: _____

It is understood that the relationship between the employer (client) and Counter Intelligence Service (C.I.S.) will be held in the strictest of confidence. C.I.S. agrees to report all findings, facts and other matters to the client, however has made no promises or specific performances or results, and is only obligated to be diligent in its undertakings to perform professional for the client. You agree to hire Counter Intelligence Services to perform professionally and diligently and agree to pay C.I.S. based upon the time and not the results. Should the services of C.I.S. be terminated by C.I.S. or the employer prior to completion, C.I.S. will apply credit to the unexpended portion of the retainer if one was provided; please ask your service representative for one of our Service Guides. All invoices are due upon receipt and late after 30 days. If invoices are not paid within this time frame a minimum \$25 or 1.5% late fee (whichever is greater) will be assessed to each invoice monthly. If invoices go 120 days past due...all cases we are working on for you will be placed in a pending status until past due invoices are paid. If this occurs more than 2 times within one year our office will require a retainer fee to be established for the remain business relationship. If necessary to enter into arbitration or litigation to collect same, the employer (client) agrees to pay all collection costs, attorney fees and court costs.

INTERNAL COMPANY USE ONLY:
C.I.S. CASE #: _____ INVESTIGATOR: _____
OPENING OF CASE: DATE _____ OPENING OF CASE TIME: _____ CLOSING OF CASE: DATE _____

REQUEST@COUNTER-INTELLIGENCE.COM
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