



THOMSON REUTERS

**Order Form****Order ID:Q-00033665**Contact your representative [ken.trudeau@thomsonreuters.com](mailto:ken.trudeau@thomsonreuters.com) with any questions.  
Thank you.**Subscriber Information****Account Address**Account #: 1004044419  
ORLAND PARK POLICE DEPT  
15100 S RAVINIA AVE  
ORLAND PARK  
IL, 60462-3745  
US**Shipping Address**Account #: 1004044419  
ORLAND PARK POLICE DEPT  
15100 S RAVINIA AVE  
ORLAND PARK  
IL, 60462-3745  
US**Billing Address**Account #: 1004044419  
ORLAND PARK POLICE DEPT  
15100 S RAVINIA AVE  
ORLAND PARK  
IL, 60462-3745  
US

This Order Form is a legal document between West Publishing Corporation and Subscriber. West Publishing Corporation also means "West", "we" or "our" and Subscriber means "you", "my" or "I". Subscription terms, if any, follow the ordering grids below

**Clear Fixed Rate / Window Products**

Service Material	Product	Quantity	Unit	Monthly Charges	Minimum Term (Months)	Year Over Year Increase During Minimum Terms	Order Type
41882302	CLEAR for Law Enforcement Plus	90	Seats	\$333.00	24	3%	Subscription

**Minimum Terms**

**Online/ Practice Solution/Software/ProFlex Products :** Monthly Charges begin on the date we process your order and continue for the number of complete calendar months listed in the Minimum Term column above. The percent increases for multi-year orders appear in the Term Increases column above

**For Window Products:** Monthly Charges begin on the date we process your order and will continue for the number of complete calendar months in the Minimum Term column above. The percent increases for multi-year orders appear in the Term Increases column above. Monthly Charges are due regardless of the level of your usage. Transactional usage charges that exceed the Monthly Charges are waived up to the Monthly Window amount stated above. In addition to the Monthly Charges you are responsible for transactional usage charges in excess of the Monthly Window. Transactional charges are calculated based upon our then-current Schedule A rates. You are also responsible for all Excluded Charges. Excluded Charges are charges for accessing a service that is not included in your subscription. Excluded Charges may change after at least 30 days written or online notice.

To apply Window charges to a specific month, the request must be submitted at least five (5) business days prior to the end of the month.

**Post Minimum Terms**

**For NON-ProFlex Online/Practice Solutions/Software Products:** Your subscription will change to a month-to-month status at the end of the Minimum Term, and your Monthly Charges will be billed at up to our then-current retail rate. Thereafter, we may modify the Monthly Charges after at least 30 days notice. You are also responsible for all Excluded Charges. Excluded Charges may change after at least 30 days written or online notice. Either of us may cancel the month-to-month subscription by sending at least 30 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan MN 55123-1803

**Post Renewal Term for ProFlex Products .** Your subscription will change to a month-to-month status at the end of the Minimum Term, and your Monthly Charges will increase by 7%. Thereafter, the Monthly Charges will increase 7% every 12 months unless we notify you of a different rate at least 60 days before the annual increase. You are also responsible for all Excluded Charges. Excluded Charges may change after at least 30 days written or online notice. Either of us may cancel the month-to-month subscription by sending at least 30 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan, MN 55123-1803

**Automatic Renewal Term for Window Products.** Your subscription will change to a month-to-month status at the end of the Minimum Term and your Monthly Charges will be billed at up to our then-current rate. Thereafter, we may modify the Monthly Charges after at least 30 days notice. The Monthly Window will remain unchanged. Monthly Charges are due regardless of the level of your usage. Transactional usage charges that exceed the Monthly Window are waived up to the Monthly Window. Transaction charges are calculated based upon our then-current Schedule A rate. You are also responsible for all Excluded Charges. Excluded Charges may change after 30 days written or online notice. Either of us may cancel the month-to-month subscription by sending at least 30 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan MN 55123-1803.

To apply Window charges to a specific month, the request must be submitted at least five (5) business days prior to the end of the month.

**Federal Government Subscribers Optional Minimum Term.** Federal government subscribers that chose a multi-year Minimum Term, those additional months will be implemented at your option pursuant to federal law.

#### Miscellaneous

**Charges, Payments & Taxes.** You agree to pay all charges in full within 30 days of the date of invoice. You are responsible for any applicable sales, use, value added tax (VAT), etc. unless you are tax exempt. If you are a non-government subscriber and fail to pay your invoiced charges, you are responsible for collection costs including attorneys' fees.

**Credit Verification.** If you are applying for credit as an individual, we may request a consumer credit report to determine your creditworthiness. If we obtain a consumer credit report, you may request the name, address and telephone number of the agency that supplied the credit report. If you are applying for credit on behalf of a business, we may request a current business financial statement from you to consider your request.

**Excluded Charges and Schedule A rates.** If you access CLEAR services that are not included in your subscription you will be charged our then current rate. Excluded Charges will be invoiced and due with your next payment. For your reference, the current Excluded Charges schedules are located at <http://static.legalsolutions.thomsonreuters.com/static/agreement/schedule-a-clear.pdf>. Excluded Charges may change after at least 30 days written or online notice. Modification of Excluded Charges or Schedule A rates is not a basis for termination under Term, Termination of the General Terms and Conditions.

**Auto Charge Credit Card/Electronic Funds Transfer Election Payment Terms.** You may authorize us to automatically charge a credit card, debit card or electronic fund transfer to pay charges due. Contact Customer Service at 1-800-328-4880 for authorization procedures. If you have previously authorized us to bill a credit card, debit card or make electronic fund transfers for West subscriptions on an ongoing basis, or are authorizing the same as part of this order, no further action is needed.

**Returns and Refunds.** You may return a print or CD-ROM/DVD product to us within 45 days of the original shipment date if you are not completely satisfied. Assured Print Pricing, Library Savings Plan, West Complete, Library Maintenance Agreements, ePack, WestPack, Westlaw, CLEAR, Monitor Suite, ProView eBook, Software, West LegalEdcenter, Practice Solutions, TREWS and Serengeti charges are not refundable. Please see <http://static.legalsolutions.thomsonreuters.com/static/returns-refunds.pdf> or contact Customer Service at 1-800-328-4880 for additional details regarding our policies on returns and refunds.

**Applicable Law.** This Order Form will be interpreted under Minnesota state law. Any claim by one of us may be brought in the state or federal courts in Minnesota. If you are a state or local governmental entity, your state's law will apply and any claim may be brought in the state or federal courts located in your state. If you are a United States Federal Government subscriber, United States federal law will apply and any claim may be brought in any federal court.

**General Terms and Conditions,** apply to all products ordered, except print and is located at <http://static.legalsolutions.thomsonreuters.com/static/general-terms-conditions.pdf>. The General Terms and Conditions for Federal Subscribers is located at <http://static.legalsolutions.thomsonreuters.com/static/federal-general-terms-conditions.pdf>. In the event of a conflict between the General Terms and Conditions and this Order Form, the terms of this Order Form control. This Order Form is subject to our approval

**CLEAR Fixed Rate Usage** :If the transactional value of your CLEAR fixed rate usage exceeds your then-current Monthly Charges by more than 10 times in any month (or by 20 times in any month for Enterprise Law Enforcement subscribers), we may limit access to live gateways and request that the parties enter into good faith renegotiation or terminate upon 10 days written notice. Transactional value of your CLEAR usage is calculated based upon our then-current Schedule A rate. Schedule A rates may change upon at least 30 days written or online notice.

**Batch Usage** :If you have a fixed rate batch and/or batch alerts subscription and the total of your batch inputs or batch alerts exceeds your annual fixed rate batch or total batch alerts allotment, we may: 1) request the parties enter into good faith negotiations regarding a superseding agreement, 2) terminate your subscription upon 10 days written notice or 3) limit your access to your fixed rate batch subscription for the remainder of the then-current 12 month period, during which time you will continue to be billed your Monthly Charges. If your access to your fixed rate batch subscription has been limited, your access will be reinstated on the first day of the following 12 month period

**Existing Vigilant Subscribers:** We may terminate your License Plate Recognition (LPR) subscription if you are an existing Vigilant LEARN subscriber whose LPR pricing is based upon your existing Vigilant LEARN agreement, and you cancel your Vigilant LEARN agreement.

#### **For Law Enforcement Agencies and Correctional Facilities Only – No Inmate Westlaw or CLEAR Access (direct or indirect)**

I certify, on behalf of Subscriber, that I understand and accept the security limits of Westlaw or CLEAR ; Subscriber's responsibility for controlling Westlaw, CLEAR, internet and network access; and, how Subscriber will be using Westlaw or CLEAR. I acknowledge Subscriber's responsibility for providing West with prompt written notice if Subscriber's type of use changes.

Only non-inmates/administrative staff will access Westlaw or CLEAR with no direct Westlaw research results provided to inmates (including work product created as part of inmates' legal representation) In no event shall anyone other than Subscriber's approved employees be provided access to or control of any terminal with access to Westlaw or Westlaw Data.

Functionality of Westlaw or CLEAR cannot and does not limit access to non-West internet sites. It is Subscriber's responsibility to control access to the internet.

Subscriber will provide its own firewall, proxy servers or other security technologies as well as desktop security to limit access to the Westlaw Or CLEAR URL and West software (including CD-ROM orders). Subscriber will design, configure and implement its own security configuration.

Subscriber will not use any data nor distribute any data to a third party for use, in a manner contrary to or in violation of any applicable federal, state, or local law, rule or regulation or in any manner inconsistent with the General Terms and Conditions.

Subscriber will maintain the most current version of the West software to access CD-ROM Products for security purposes.

#### **Additional Order Form Terms and Conditions**

##### **Government Non Availability of Funds for Online, Practice Solutions or Software Products**

You may cancel a product or service with at least 30 days written notice if you do not receive sufficient appropriation of funds. Your notice must include an official document,(e.g., executive order, an officially printed budget or other official government communication) certifying the non-availability of funds. You will be invoiced for all charges incurred up to the effective date of the cancellation.

**Signature for Order ID: Q-00033665**

#### **ACKNOWLEDGEMENT**

I have read all pages and attachments to this Order Form and I accept the terms on behalf of Subscriber. I warrant that I am authorized to sign this Order From on behalf of the Subscriber.

 \_\_\_\_\_  
**Signature of Authorized Representative for order**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Date**

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This Order Form will expire and will not be accepted after 9/10/2017 CT.



THOMSON REUTERS

## Attachment

Contact your representative [ken.trudeau@thomsonreuters.com](mailto:ken.trudeau@thomsonreuters.com) with any questions. Thank you.

Order ID: Q-00033665

### Payment and Shipping Information

**Payment Method:**

Payment Method: Bill to Account

Account Number: 1004044419

P.O. Number:

SA ID:

GSA Funding:

**Shipping Information:**

Shipping Method: Ground Shipping - U.S. Only

**Order Confirmation Contact (#28)**

Contact Name: Wayne Lee

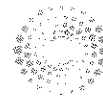
Email: [wlee@orlandpark.org](mailto:wlee@orlandpark.org)

### Online Contact Information

User		Email Address	Contact Description
Wayne	Lee	<a href="mailto:wlee@orlandpark.org">wlee@orlandpark.org</a>	CLEAR PRIMARY CONT
Wayne	Lee	<a href="mailto:wlee@orlandpark.org">wlee@orlandpark.org</a>	EML PSWD CONTACT

### IP Address

From IP Address	To IP Address	From IP Address	To IP Address	From IP Address	To IP Address
12.168.46.117					

**Addendum to Account Validation and Certification Form – Unmasked Data Request****Subscriber Information**

Account Number: 1004044419

Full Legal Name/Entity: ORLAND PARK POLICE DEPT

West/Thomson Reuters seeks to balance overall individual privacy needs and concerns with the legitimate business information needs of specific entities as allowed by U.S. Gramm Leach Bliley Act (15 U.S.C. § 6821 et seq.) (U.S. GLB), U.S. Drivers Privacy Protection Act (18 U.S.C. § 2721 et seq.) (U.S. DPPA) U.S. Bipartisan Budget Act of 2013 (42 U.S.C. § 1306 et seq.), and other applicable laws. As a general rule, sensitive data in our products is truncated. In order to help ensure that access to unmasked sensitive data is warranted, we limit access to qualified accounts only.

By completing the information and signing below, you understand that you are requesting that unmasked or full display of Social Security Numbers, Date of Birth and/or Driver's License information be added or removed from the accounts indicated below.

**DATA USE INFORMATION**

Describe your type of business: LAW ENFORCEMENT

Describe why you need access to sensitive unmasked data: FOR USE IN LAW ENFORCEMENT INVESTIGATIONS

**CLEAR SUBSCRIBERS:** All Users will be granted access to the same type of sensitive personal information:

- ☒ **ADD** to all Users on the main account listed above (including all account locations)  
☐ **REMOVE** from all Users on the account listed above

**WESTLAW SUBSCRIBERS:** Please list the individual users whose access to sensitive personal information should be modified and indicate if the access is to be added or removed (use additional pages if necessary).

Last Name	First Name	ADD/REMOVE

**CERTIFICATIONS**

In relation to access requests, by signing below you certify that: (1) unmasked sensitive data is needed, (2) all users under your account will limit use of the data to legitimate business connected with the qualified account indicated above, (3) you will maintain a comprehensive information security program, including systems, facilities, and procedures in place to safeguard the unmasked sensitive data, (4) you have experience in maintaining the confidentiality, security, and appropriate use of such information, (5) all data use will be in strict accordance with your subscription agreement.

West reserves the right to deny or discontinue access to unmasked personal information with or without notice and in its sole discretion. This Addendum is incorporated by reference into your AVC form. By signing below you certify that you are the authorized to request the changes requested above and are an authorized signatory on this account.

**AUTHORIZED REPRESENTATIVE:**

Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_  
Signature: \_\_\_\_\_

Once this document is completed and signed by an authorized representative, please provide it to your West Sales Consultant with a signed order or fax it to 866-294-1042 or email to [west.avtcredentials@thomson.com](mailto:west.avtcredentials@thomson.com).

All information is subject to verification and approval by West.

**West Order Form – Bridge Addendum**

610 Opperman Drive, P.O. Box 64833

St. Paul, MN 55164-1803

Tel: 651/687-8000

**THOMSON REUTERS®**

The Order Form between **Orland Park Police Department** ("Subscriber", "you" or "your") and West, a Thomson Reuters business ("West", "we" or "our") is amended effective on the date we process the Order Form and this Addendum:

1. You will receive access to the West product(s) listed below for the Bridge Monthly Charges shown beginning on the effective date of this Addendum and continuing for 4 complete calendar months ("Bridge Period"). At the end of the Bridge Period, your rates and the Minimum Term will be as described in the Order Form.

2. All other terms and conditions of the Order Form remain unchanged. In the event there is a conflict between the terms and conditions of the Order Form and the terms of this Addendum, the terms of this Addendum control.

Full Svc #	Product(s)	Quantity *	Monthly Rate/ Banded/Base Rate	Concurrent User Rate	Other	Bridge Monthly Charges
41882302	CLEAR for Law Enforcement Plus	90				\$333.00

\* Fill in the maximum number of Passwords, Users, Seats, FTEs, Terminals, Concurrent Patron Access Users, Active Legal Holds and Quantity of Additional Storage.

**West, a Thomson Reuters business****Subscriber**

*I warrant that I am authorized to accept the terms of this Addendum on behalf of Subscriber*

By: \_\_\_\_\_

By: \_\_\_\_\_

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

Name (please print): \_\_\_\_\_

Date: \_\_\_\_\_

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

Date: \_\_\_\_\_

Subscriber's Address: \_\_\_\_\_

**Internal Office use only**

Addendum = Period 1 ZPER

Bridge 1. = VTC Months

Order Form Monthly Charge = Adj Rnwl Base Value

# Customer Name Change Form

**WEST®**

A Thomson Reuters business

This will result in a permanent name change to the following accounts:

Account Number(s) 1004044419

**Subscriber Name: (Old)**

Full Legal Name/Business Entity Orland Park Police Dept

Attn/Department \_\_\_\_\_

Street Address 15100 South Ravinia Ave

Suite/Floor \_\_\_\_\_

City Orland Park

State IL

County \_\_\_\_\_

Zip 60462

Country \_\_\_\_\_

**Change to: (New)**

Full Legal Name/Business Entity Village of Orland Park

Doing Business As (DBA) \_\_\_\_\_

Attn/Department Orland Park Police Department

Street Address 14700 Ravinia Ave

Suite/Floor \_\_\_\_\_

City Orland Park

State IL

County \_\_\_\_\_

Zip 60462

Country \_\_\_\_\_

**BANK REFERENCE**

Name \_\_\_\_\_

Address \_\_\_\_\_

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

Contact \_\_\_\_\_

Account Number \_\_\_\_\_

Fax Number \_\_\_\_\_

**TRADE REFERENCE**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Contact \_\_\_\_\_

Fax Number \_\_\_\_\_

**AUTHORIZATION**

The undersigned hereby consents to and authorizes West, a Thomson business, to contact any source listed above, request a current financial statement and/or obtain a consumer credit report to determine creditworthiness.

Owner Printed Name \_\_\_\_\_ Date \_\_\_\_\_

Home Address \_\_\_\_\_

Owner Signature \_\_\_\_\_

Owner Printed Name \_\_\_\_\_ Date \_\_\_\_\_

Home Address \_\_\_\_\_

Owner Signature \_\_\_\_\_

Should credit be granted by West, all decisions with respect to the extension or continuation shall be at the sole discretion of West. West does not discriminate against credit applicants on the basis of race, color, religion, national origin, sex, marital status, or age provided the applicant has the capacity to enter into a binding contract. West may terminate any credit availability within its sole discretion.

**THIS SECTION MUST BE SIGNED BY CUSTOMER IF SUBSCRIBER NAME HAS CHANGED.****Assignment and Assumption Agreement**

Whereas, Assignor, entered into West Agreement(s) for goods and/or services which may not be assigned without West's prior written consent.

Now, therefore, the parties agree as follows:

Assignor transfers and assigns unto Assignee all of Assignor's rights, obligations, interests and liabilities under any and all Agreements. Assignee assumes all Assignor's rights, obligations, interests and liabilities under the Agreement(s) and agrees to perform and fulfill all terms and conditions of the Agreements as if it had originally been a party. West is not required to pursue remedies against Assignor before enforcing assumption against Assignee. This Agreement is governed and construed by Minnesota law. Receipt and process by West constitutes West's prior written consent.

**Assignor:**

By \_\_\_\_\_

Name \_\_\_\_\_

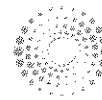
Title \_\_\_\_\_

**Assignee:**

By \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_



THOMSON REUTERS®

**Government Accounts Only**

**Addendum to West Order Form – Q-00033665**

Subscriber: Orlando Park Police Dept

Account #: 1004044419

1. **Effect of Addendum.** The West Order Form, the underlying General Terms and Conditions and applicable Schedule A (collectively the "Agreement"), between you and West is amended to incorporate the terms of this Addendum. As amended, the Agreement shall remain in full force and effect according to its terms and conditions. All terms used in this Addendum will have the meanings given to them in the Order Form. This Addendum supersedes any and all prior understandings and agreements, oral or written, relating to the subject matter. In the event of a conflict between the terms and conditions of the Agreement and the terms and conditions of this Addendum, the terms and conditions of this Addendum will control.

2. **Modification to Order Form – Post Minimum Terms.**

The section entitled 'Post Minimum Terms' is deleted in its entirety.

3. **Modification to Order Form - Miscellaneous.**

The paragraph entitled 'Charges, Payments & Taxes' is revised to read as follows: "You agree to pay all charges in full per the local Government Prompt Payment Act (50 ILCS 505/). You are responsible for any applicable sales, use, value added tax (VAT), etc. unless you are tax exempt."

All other terms and conditions of the Order Form will remain unchanged. Please have this document signed by your authorized representative and returned to us along with the signed Order Form.

**West, a Thomson Reuters business**

**Subscriber:**

\_\_\_\_\_

**Signed:** \_\_\_\_\_

Accepted by: \_\_\_\_\_

**Name (please print):** \_\_\_\_\_

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

**Title:** \_\_\_\_\_

Date: \_\_\_\_\_

**Date:** \_\_\_\_\_





**Subscriber Information**

Account Number (if applicable) 1004044419

Full Legal Name/Entity ORLAND PARK POLICE DEPT

Business Unit/Dept/Agency \_\_\_\_\_

The applicant's address below is (please check one): ☒ a Commercial Location ☐ a Residence (i.e. a home-based business)

Street Address 15100 S RAVINIA AVE

City ORLAND PARK Country (if not US) US

State IL Zip 60462-3745

Main Organization Telephone 708 349 4111 Location/Contact/Ext Telephone \_\_\_\_\_

Cell Phone (if no land line available) \_\_\_\_\_ Email Address \_\_\_\_\_

Website http://www.orlandpark.org/index.aspx?NID=104 ☐ Check here if no website available

West products have implemented Multi-Factor Authentication and in order to access the public records products you must supply a valid External IP Address or IP Range belonging to your organization that meets the following requirements:

- IP Addresses assigned to jurisdictions outside the United States or West-approved U.S. Territories are prohibited
- IP Addresses will not be accepted from the following ranges which are reserved by the Internet Assigned Numbers Authority for special use or private networks: 10.0.0.0 - 10.255.255.255, 127.0.0.0 - 127.255.255.255, 172.16.0.0 - 172.31.255.255, 192.168.0.0 - 192.168.255.255, 169.254.0.0 - 169.254.255.255.
- All IP addresses must be IPv4 addresses.
- If you do not know your External IP address(es), try the following:
  - Contact your network administration, firewall or security team
  - Contact your Internet Service Provider, ISP (i.e. Cable, DSL, Satellite, etc.)

Go to the following URL in your browser: <http://tools.whois.net/yourip/> or <http://www.whatismyip.com> to identify your external IP address (NOTE: If you have multiple IP addresses, this tool will only detect one IP address)

**Internet Service Provider Name:**

IP Address: 12.168.46.117

**IP Address Range:**

Beginning IP Address: \_\_\_\_\_ Ending IP Address: \_\_\_\_\_

Beginning IP Address: \_\_\_\_\_ Ending IP Address: \_\_\_\_\_

**ALL REQUESTED INFORMATION MUST BE PROVIDED OR YOUR ORDER MAY BE DELAYED OR ACCESS MAY BE LIMITED**

**ACCOUNT INFORMATION AND DATA USE**

**Select Type of Government**

- ☐ US – Federal  
☐ US – State  
☒ US – Local  
☐ Tribal Government  
☐ Other Government: \_\_\_\_\_

(Please describe)

**Select Type of Academic Institution**

- ☐ Privately Funded Academic Institution (non-government funded)  
☐ Government Funded Academic Institution

Do your end users have arrest powers?

☐ No ☒ Yes

Will you be using the product in relation to the collection of consumer debt (i.e., financial obligations of a consumer relating to a transaction for personal, family, or household purpose)?

☒ No ☐ Yes

Are you requesting access to Utility data?

☐ No ☒ Yes

Will you have end users at any location other than listed above?

☒ No ☐ Yes

Are you requesting "unmasked data" or full display of full Security Numbers, full Date of Birth and/or Driver's License information?

If yes, please attach a completed Addendum to Account Validation and Certification Form – Unmasked Data Request. Please note this option is only available for approved accounts.

☐ No ☒ Yes

Will you use the product in whole or in part, as a factor in determining a consumer's eligibility for any employment, credit, housing, insurance underwriting, or government benefit-related purpose?

☒ No ☐ Yes

Depending on the specific data that you are requesting, a site inspection may be required of each of the location(s) where your end user will be using the product. Please provide the name and phone number of the person you would like us to contact if a site inspection needs to be scheduled.

Name: Wayne Lee Telephone Number: 708 364 8116

REQUIRED

	<b>PERMISSIBLE USE SELECTIONS</b>	
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**Permissible Use under Gramm-Leach-Bliley Act**

Your use of certain consumer data within the product is limited by the U.S. Gramm-Leach-Bliley Act (15 U.S.C. 6801 et. seq.). In order to access this data you must indicate your permissible use(s) below. If you do not have a permissible use, you must select the "no permissible use" option.



- ☐ You certify there is no permissible use.
- ☐ For use by a person holding a legal or beneficial interest relating to the consumer.
- ☐ For use in complying with federal, state, or local laws, rules, and other applicable legal requirements.
- ☐ For use as necessary to effect, administer, or enforce a transaction requested or authorized by the consumer.
- ☐ For use in complying with a properly authorized civil, criminal, or regulatory investigation, subpoena, or summons by federal, state, or local authorities.
- ☐ For use to protect against or prevent actual or potential fraud, unauthorized transactions, claims, or other liability.
- ☐ For use by any Law Enforcement Agency, self regulatory organizations or for an investigation on a matter related to public safety.
- ☐ To persons acting in a fiduciary or representative capacity on behalf of the consumer.
- ☐ For required institutional risk control or for resolving consumer disputes or inquiries.
- ☐ With the consent or at the direction of the consumer.

**Permissible Use under Drivers Privacy Protection Act**

Your use of certain drivers record and vehicle data is limited by the U.S. Drivers Privacy Protection Act (18 U.S.C. §2721 et seq.). In order to access this data you must indicate your permissible use(s) below. If you do not have a permissible use, you must select the "no permissible use" option.



- ☐ You certify there is no permissible use.
- ☐ For official use by a Court, Law Enforcement Agency or other Government agency.
- ☐ To verify or correct information provided to you by a person in order to prevent fraud, pursue legal remedies or recover a debt; skip tracing.
- ☐ For use in connection with a civil, criminal or arbitral legal proceeding or legal research.
- ☐ For use in connection with an insurance claims investigation or insurance antifraud activities.

	<b>CERTIFICATIONS</b>	
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By signing below you certify that:

- **YOU UNDERSTAND THAT WEST IS NOT A CONSUMER REPORTING AGENCY AND THIS SERVICE DOES NOT CONSTITUTE A "CONSUMER REPORT" AS SUCH TERM IS DEFINED IN THE FEDERAL FAIR CREDIT REPORTING ACT (FCRA), 15 U.S.C.A. SEC 1681 ET SEQ. YOU ARE STRICTLY PROHIBITED FROM USING ANY DATA, IN WHOLE OR IN PART, AS A FACTOR IN ESTABLISHING A CONSUMER'S ELIGIBILITY FOR CREDIT, INSURANCE, EMPLOYMENT, OR FOR ANY OTHER PURPOSE AUTHORIZED UNDER THE FCRA OR AS THE BASIS FOR TAKING ADVERSE ACTION REGARDING ANY CONSUMER APPLICATION.**
- End users will access and use the data, including personally identifiable information, in accordance with all applicable laws, rules, and regulations. No individual shall access records that require a permissible use unless such a permissible use exists. It is your responsibility to seek guidance and clarification in case of any questions about the proper use of a product. **YOU ARE RESPONSIBLE FOR ANY UNAUTHORIZED COLLECTION, ACCESS, USE, AND DISCLOSURE OF ANY DATA ACCESSED THROUGH OUR PRODUCTS.**
- You agree to immediately notify West of any actual or suspected breach or access to data that may result in the unauthorized collection, access, use or disclosure of any data. You agree to make all reasonable efforts to assist us and our data providers in relation to any investigation, claim, litigation, or other action related to your access, use or disclosure of data.
- You will maintain a comprehensive information security program, including systems, facilities, and procedures to safeguard the data, and that you have experience in maintaining the confidentiality, security, and appropriate use of such information (pursuant to requirements similar to the requirements of section 6103(p)(4) of the Internal Revenue Code of 1986).
- You and your end users are not and will not be involved in credit fraud, identification theft, stalking, harassment, any unethical business practices or illegal activity nor will you further such activities by your customers.
- All information you provided in this AVC Form and all Addendums is true and correct and, if applicable, applies to all locations set forth in the Multiple Location Addendum. You understand that you will be required periodically to re-certify information provided in this AVC form.
- Your signature below as "Authorized Representative" certifies that you are the authorized signatory for this account



**AUTHORIZED REPRESENTATIVE**

Print Name: \_\_\_\_\_

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

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

All information is subject to verification and approval by West.