

**AMS Ties, Inc**  
**ORDER FORM**  
**BACKGROUND SCREENING SERVICES**

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

1-800-662-8437 VOICE

1-800-522-8437 FAX

1-877-296-3868 E-FAX

**1. ABOUT YOU: PLEASE TYPE OR PRINT ALL FIELDS**

CODE NUMBER \_\_\_\_\_ YOUR NAME \_\_\_\_\_

PASSWORD \_\_\_\_\_ ACCOUNT NAME \_\_\_\_\_

PHONE # \_\_\_\_\_

How are we returning your request to you? (Please check one and provide either the fax number or email address.)

FAX # \_\_\_\_\_ OR  EMAIL: \_\_\_\_\_

*(Must be legitimate business email address, i.e.: rsmith@myrealty.com)*

**Print name and social of applicant(s) being checked:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**2. PURPOSE FOR REPORT: CHECK OFF THE REASON FOR THE REPORT**

Tenant Screening     Employee Screening     Credit Transaction/Purchase     Other \_\_\_\_\_

**3. TYPE OF SERVICE(S) ORDERED: CHECK ALL THAT APPLY**

**VALUE PACKAGE (bundled & discounted): Credit Report + Score + Summary +  
US National Criminal Report + Online Eviction Records**

**CREDIT HISTORY:**

- Credit Report - Score & Summary
- Credit Report – No Score/No Summary
  - Add Score only     Add Summary only
  - Add Additional Bureau
- Employment Credit Report with Summary

**RENTAL HISTORY:**

- NJ Landlord/Tenant Court Records Search
- Online Eviction Search –database of eviction filings

**BUSINESS HISTORY:**

- EXPERIAN Business Report
- EQUIFAX Business Report

**EMPLOYEE BACKGROUND HISTORY CHECKS:**

- Verification of Employment

**ONLINE/INSTANT CRIMINAL HISTORY:**

- Rapsheet- online criminal database
- US National Criminal Report –data includes felonies, misdemeanors, incarcerations, traffic violations, US sex offender records
- US Sex Offender Report

**MANUAL CRIMINAL HISTORY:**

*Choose Area to be searched*

- Statewide \_\_\_\_\_(indicate State)
- County/Borough \_\_\_\_\_, State \_\_\_\_\_

**DRIVING HISTORY:**

- Manual DMV Report \_\_\_\_\_(indicate State)
- Online MVR Report

- Verification of Graduation/License or Certification