

# ODM Fee Schedule – Public Records Checks

**Note: Additional names used by your candidates (i.e. maiden, aliases) may result in additional cost. Please contact ODM for an explanation.**

## **Criminal History: (County Jurisdictions)**

**\$15.00 Each**

(USA - 3,347 Possible Counties). Searches are based on the candidate's name and residential address history gathered from the "Authorization to Conduct Background Investigation" forms, applications, credit reports or Social Security Number Traces. Searches can also be based on an admitted offense by the candidate that occurred in a county never resided in. The highest level of accuracy exists at the county level in almost all cases. Data reported could include the offenses and disposition dates, case #s, original charges, active warrants, dismissals, convictions, and sentences and conditions; if any, that applied to each case. Some county clerks' offices in the state of New York do not issue or maintain public records, in this case a New York Statewide search will be conducted for the statewide fee of \$120. Criminal History Searches are based on 7 years of residential address history provided by your candidate. This service is also available for Employment Address History.

**Criminal History: (Statewide Jurisdictions) \$15.00 (MN), \$120.00 (NY), \$40.00 (AK AL AR AZ CO CT DE FL GA HI IA ID IL IN KS KY MD ME MI MO MS MT NC ND NE NH NJ NM NV OH OK OR PA\* RI SC SD TN TX UT VT VA WA WI) Each**

(USA – 43 Accessible Repositories) Searches are based on the same criteria followed in conducting county level searches. This is a search of a state's repository of criminal information. This search can provide a cost effective way to search for criminal record information in an entire state. Results are reported according to FCRA regulations. Not all statewide repositories can be accessed (currently CA, LA, MA, WV and WY are law enforcement only, require fingerprints or not reliable sources). \*PA statewide searches include PATCH Certificate. Criminal History Searches are based on 7 years of residential address history provided by your candidate. This service is also available for Employment Address History. **Fees noted above include all state disbursement fees.**

## **Criminal History: (Federal District Jurisdictions)**

**\$15.00 Each**

(USA – 94 Districts) Searches are conducted online by name for crimes in the Federal District repositories. This is not an FBI Search. Data reported contain crimes that are prosecuted in federal district courts and include such charges as kidnapping, mail fraud, interstate drug/sex trafficking, civil rights' violations, and other crimes prosecuted in federal district court. Federal District court records are not passed on to county/state jurisdictions. Criminal History Searches are based on 7 years of residential address history provided by your candidate. This service is also available for Employment Address History.

## **DOJ Sex Offender Search**

**\$15.00 per Name\***

The DOJ 50 State Sex Offender Database includes the listing of registered sex offenders for all 50 States. There are reasons to perform a DOJ Sex Offender search in addition to your other criminal searches at the county and state level, including sealed state or county records, records residing in family court or the original sexual offense may have been dropped to a lesser charge. The search criteria available for searches are limited to what each individual Jurisdiction may provide.

*\*If both Enhanced Nationwide Criminal Database and DOJ 50 State Sex Offender Database services are chosen the fee is \$25 per name.*

**Enhanced Nationwide Criminal Search****\$15.00 per Name\***

The Enhanced Nationwide Criminal Database search instantly searches multiple jurisdictions from multiple sources including state, county, and corrections criminal record databases and is the closest thing available to a criminal records check that is multi state/national in scope. (Given the limitations of the data in the database and frequency of updating, the Enhanced Nationwide Criminal Database search should be considered a supplement to our other criminal history record searches.) When a possible match is found, accuracy is confirmed with the originating source at the county or state level. This protocol is necessary under the Fair Credit Reporting Act; an additional fee will apply.

*\*If both Enhanced Nationwide Criminal Database and DOJ 50 State Sex Offender Database services are chosen the fee is \$25 per name.*

**Social Security Number (SSN) Trace:****\$8.00 Each**

Social Security Number Traces involve securing basic information from Equifax, our Credit Reporting Agency (CRA) to assist in verifying and validating name(s) used, address history and the year and state where the SSN was issued. Some past employment history may also be reported. Warning messages are also issued if the SSN given by the candidate is invalid, previously assigned to another individual, or death benefits have already been processed. Traces are extremely helpful in preparing the groundwork for conducting criminal record searches in the absence of a full Credit Report. **\*Client Credentialing Document required please call for details.**

**Credit Report:****\$15.00 Each**

Accessed via our CRA, Equifax, for employment purposes and will not contain a "credit score"; reveals an individual's creditor and account payment history, records of bankruptcies, tax liens, foreclosures, repossessions, collection items, etc. Credit reports also help us validate the candidate's name, other names used, address history and social security number information. Credit Reports provide a good snapshot of how the candidate handles their financial responsibilities and may reveal financial stress. \*A site inspection is required by Equifax to comply with the FCRA for an additional one time fee of \$100. Please call for details.

**Motor Vehicle Record: (Statewide)****\$20.00 Each**

(USA – 49 States\*) Searches are conducted through each state's Department of Motor Vehicles. Searches are based on several criteria, which could include the candidate's name, date-of-birth and driver's license number. Data reported could include verification of the candidate's name, date-of-birth, and validity of the license, past violations, revocations and suspensions. \*Hawaii not available. Also Available: Some Canadian Provinces, Guam, Puerto Rico, and Virgin Islands.

**Education:****\$15.00 - \$40.00 Each\***

(USA – 4000+ Higher Education Institutions) Verification of a candidate's educational credentials. Data is collected via direct contact with the registrar's office, student records, transcript departments, student archives and state agencies or third party vendor\* which does incur an additional fee. Data reported will include education institution, type of degree and major (minor) fields of study when available.

**Employment Verification:****\$15.00 - \$40.00 Each\***

Verification of a candidate's past seven years of employment history. Verification of employer, position held and dates of employment will be confirmed. \*Some employers outsource their verifications to a third party company, additional fees may apply.

**International Searches:****Fees Vary**

ODM is able to offer international searches where available. Please contact for pricing, turn around time and other requirements.

**NOTE: Fees are subject to change with or without notice. Contact ODM to verify current fees.**

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