

## Requests to Block Adverse Items of Information Resulting from Human Trafficking

If you are or have been a victim of a severe form of human trafficking or sex trafficking, you or your representative can submit a request for Cive to remove or block adverse information that resulted from these types of trafficking from your Cive consumer report.

**Documents and information to be provided.** For Cive to process your request, you need to provide the following documents and information with your request:

1. **Documentation that you were a victim of trafficking**, which may be one or more of the following:
  - A document that includes a determination that you were a victim of trafficking from:
    - A federal, state, local, or tribal governmental entity or
    - A non-governmental organization or human trafficking task force (including affiliated service providers) authorized by a governmental agency to make such a determination;
  - A signed statement from you (or your representative) stating that you were a victim of human trafficking. This statement (or an accompanying document) must also be signed or certified by a representative of a governmental agency or non-governmental organization or human trafficking task force (including affiliated service providers); or
  - One or more documents from a court indicating a determination by a court that you were a victim of human trafficking in a case where a central issue is whether you are a victim of human trafficking. Court documents can be made up of several documents from the court case that together show that the court accepted as true or found no genuine dispute that you were a victim of human trafficking.
2. **Appropriate Proof of Identity.** To assist us in processing your request, provide your full name (first, middle initial, last, suffix), any other or previously used names, current and/or recent full address (street number and name, apt. no., city, state, and zip code), full Social Security number (if you have one), and date of birth. Also provide a copy of your driver's license, passport or other government issued identification document.

If a designated representative, like your attorney or a victim assistance advocate, is preparing your statement or submitting your request on your behalf, they must also include proof of their identity and documentation that you have authorized them to act for you.
3. **Identification of Adverse Information.** A statement identifying the specific items of adverse information, such as a particular conviction, that should not be reported because the information resulted from a severe form of human trafficking or sex trafficking.
4. **Contract information.** Include your preferred mailing address (or email address) so that Cive can communicate with you in writing about your request.

**Where to send a request.** Requests and the required supporting documents and information may be sent to Cive at either of the following addresses:

Cisive  
5000 Corporate Court, Suite 410  
Holtsville, NY 11742

Cisive  
ATTN: Human Trafficking Requests  
PO Box 9001  
Holbrook, NY 11741