

# PS Net - Private Security Network

## SERVICE AGREEMENT



Name:	Mr.	Ms.			
Agency Name:					
Address:					
City:		State:		Zip:	
Phone Number:			Email:		

The Agency requests access to the Private Security Network (PS Net), whose purpose is to promote public safety. This service will give the Agency access to a variety of computerized records.

I understand that the Agency will be charged according to the current price list. The initial monthly fee will be \$20 and adjusted after six months based on usage. The adjustment will not be retroactive to your initial start date and valid until such time as monthly fees are reviewed and updated.

REJIS' role is limited to providing the technical resources necessary to support the software that REJIS provides. Since the information that comprises the computer record is entered by others, I, on behalf of the Agency, agree to indemnify and hold REJIS harmless from any claims arising from its use of the computerized information.

I agree that I am responsible for the use of the User IDs assigned to me or other members of the agency. REJIS reserves the right to disapprove access to the system for any individual. I understand the information is to be used to serve the Agency in the conduct of its security and safety functions and for no other purpose. The resale of this information as a product separate from the Agency's security and safety functions is specifically prohibited. Unless I notify REJIS in writing to cancel a User ID or an authorized User Admin inactivates a user in the system, I am responsible for the cost of service attributed to the User ID.

Some training may be required and I agree to make personnel available for training (a fee may be assessed). REJIS has the right to periodically audit the company to ensure all rules, regulations and policies pertaining to the use of the system are being followed.

The service is available 24/7 except for planned outages for maintenance which will be announced in advance. Help Desk services are available Monday through Friday, from 7 a.m. to 5 p.m., excluding holidays.

REJIS reserves the right to immediately suspend access to the PS Net service in the event of misuse of the information obtained through the system or the account is more than 60 days past due on payment. Either REJIS or the agency may cancel this service upon 30 days advance written notice.

\_\_\_\_\_  
Signature State License or Membership # Date  
*A copy of the qualifying license or membership must be returned with the signed service agreement.*

\_\_\_\_\_  
REJIS, General Manager Date

<b>REJIS Use Only - Customer #</b>

**REJIS | 4255 West Pine Blvd | St. Louis | MO | 63108**

# PS Net - Private Security Network



## Agency Administrative Information

### I. ACCESS ACKNOWLEDGEMENT

#### Background Check

I confirm that criminal history background checks have been conducted on all current employees with access to REJIS' PS Net Service and that, except as noted below, none of the employees, including myself, have a conviction, a pending case or have pled or been found guilty for any violation of State or Federal Law.

Name	Charge	Status - Conviction, Pending Case, Plea/Found Guilty Details

I will immediately notify REJIS should any employee with access to REJIS' PS Net Service be arrested for any violation of State or Federal Law. I further acknowledge that a similar background check and statement is required for the assignment of any future User IDs.

Any person with a valid professional (security, private investigator, bond, etc.) license through the state, local law enforcement or qualifying organization will be exempt from this background check.

#### Missouri Department of Revenue (DOR) Access

Missouri law permits applicants for vehicle registration and driver licenses to restrict access to certain personal descriptive information. Once a person makes this declaration, the Missouri Department of Revenue must conceal this information from the general public, and only make it available for certain purposes.

Effective September 13, 1997, use of personal information on operator licenses and vehicle registrations is governed by RSMo 32.055 and Title 18, 2721(b) of the United States Code. The permissible uses are printed in the Addendum of this document. The business of your agency appears to qualify for one or more of the permissible uses. Consequently, REJIS will continue to provide access to the full driver/vehicle records, subject to the following conditions:

1. The agency will comply with the limitations specified in its use of the record.
2. The agency will not release the record to any other party contrary to this law.
3. Failure to comply will result in cancellation of access to driver/vehicle records.

#### **Acknowledged:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## II. BILLING

REJIS will bill the Agency monthly for services provided, with payment due 30 days after receipt of the invoice. Invoices and/or credit card receipts will be emailed. To enable that process please complete the information below. Accounts 60 days or more past due are subject to suspension.

Billing Contact:	
Email Address:	
Phone Number:	

Please choose Invoice or Credit Card billing:

**Invoice** - Emailed monthly, due 30 days after receipt.

**Credit Card** -  Visa  MasterCard

I hereby authorize REJIS to charge my credit card for all PS Net services obtained through REJIS on behalf of the Agency. If a credit card payment is declined, I understand the account/service may be suspended.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*The REJIS Billing Department will contact the agency for the credit card number.*

## Account ID

The Account ID field allows users to enter a billing reference code or name for your internal records. Billing reports can be generated based on this information. Please indicate how this should be setup.

Do Not Show

Required to Enter ID (*prompt at login*)

Optional

## III. USER ADMINISTRATOR

Each agency will have an assigned User Administrator(s) that will be able to request and inactivate users on the account and view the entire agency's activity/billing reports. If this should be someone other than the person signing this agreement, please list the name(s) below.

User Administrator:	
Email Address:	
Phone Number:	

User Administrator:	
Email Address:	
Phone Number:	

# Addendum

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## Missouri Department of Revenue (DOR) Access

A government agency (federal, state or local) or employed by such, and authorized to request vehicle/driving records for the purpose of the government agency's carrying out its functions.

1. A Missouri Circuit, Associate Circuit or Municipal court, an out-of-state court, or employed by such, and authorized to request vehicle/driving records for the purpose of the court's carrying out its functions.
2. A Missouri or out-of-state law enforcement agency or employed by such, and authorized to request vehicle/driving records for the purpose of the law enforcement agency's carrying out its functions.
3. Authorized under the Federal Driver's Privacy Protection Act to request and obtain the vehicle/driving record for use in connection with matters of motor vehicle or driver safety and theft; motor vehicle emissions; motor vehicle product alterations, recalls, or advisories; performance monitoring of motor vehicles, motor vehicle parts and dealers; motor vehicle market research activities, including survey research; and removal of non-owner records from the original owner records of motor vehicle manufacturers.
4. Authorized representative, agent, contractor, or employed by such, of a legitimate business and the vehicle/driving record being requested will be used for normal course of business; but only to:
  - Verify accuracy of the personal information.
  - Obtain correct information but only for purposes of preventing fraud, pursuing legal remedies or collecting a debt.
5. Authorized under the Federal Driver's Privacy Protection Act to request and obtain the vehicle/driving record for use in connection with any civil, criminal, administrative, or arbitral proceeding in any federal, state, or local court or agency or before any self-regulatory body, including the service of process, investigation in anticipation of litigation, and the execution or enforcement of judgments and orders, or pursuant to an order of a federal, state, or local court.
6. Authorized under the Federal Driver's Privacy Protection Act to request and obtain the vehicle/driving record for use in research activities, and producing statistical reports, so long as the personal information is not published, re-disclosed, or used to contact individuals.
7. Authorized representative, agent, contractor or employed by such, of an insurer, insurance support organization or self-insured entity and the vehicle/driving record being requested will be used only in connection with the following:
  - claims investigation activities
  - antifraud activities
  - rating or underwriting
8. Authorized under the Federal Driver's Privacy Protection Act to request and obtain the vehicle/driving record for use in providing notice to the owners of towed or impounded vehicles.
9. Authorized representative or owner of a licensed private investigative agency or licensed security service and the vehicle/driving record is being requested for the use of purposes permitted under the Federal Driver's Privacy Protection Act.
10. Authorized as an employer, or its agent or insurer under the Federal Driver's Privacy Protection Act to request and obtain the vehicle/driving record for use in obtaining or verifying information relating to a holder of a commercial driver's license (CDL).
11. Authorized representative or owner of a private toll transportation facility and authorized under the Federal Drivers' Privacy Protection Act to request and obtain the vehicle/driving record for use in the operation of the facility.
12. Authorized under the law of the state that holds the record to request and obtain the vehicle/driving record if the vehicle/driving record will be used in relationship to the operation of the motor vehicle or public safety.
13. Authorized persons who have a purpose to disseminate to the public a newspaper, book, magazine, broadcast or similar form of public communication, including dissemination by computer or other electronic means, when such dissemination is related to the operation of a motor vehicle or to public safety.

# PS Net - Request for User IDs

Please list all staff that should have access to the PS Net system. REJIS will assign the User IDs and notify the User Administrator(s) when they are active.

		REJIS Will Assign IDs	
Name:		REJIS User ID	
Email:		Temp Pswd	
Name:		REJIS User ID	
Email:		Temp Pswd	
Name:		REJIS User ID	
Email:		Temp Pswd	
Name:		REJIS User ID	
Email:		Temp Pswd	
Name:		REJIS User ID	
Email:		Temp Pswd	
Name:		REJIS User ID	
Email:		Temp Pswd	
Name:		REJIS User ID	
Email:		Temp Pswd	
Name:		REJIS User ID	
Email:		Temp Pswd	

Please return this form to Lindsey Tracy.

**Email:** [LTRACY@REJIS.ORG](mailto:LTRACY@REJIS.ORG)

**Direct Phone & Fax:** 314-633-0371

