



An Open Letter Regarding the Collection, Security & Confidentiality of Your Personal Information

Dear Valued Customer,

Thank you for your consideration of Veritas Instrument Rental Incorporated (VIR) for your child's school music needs. In regard to the collection & use of your personal & financial information, we offer the following comments:

Required Information

All information requested within our Equipment Rental Agreement is required (and allowable by law) including the Driver's License, Social Security Number, Date of Birth and Employment Information to be considered for approval. VIR Affiliates have been instructed not to execute any rental agreement that does not include the renter's Social Security Number unless the renter agrees to provide all other requested information (**without exception**) and enrolls in the AutoPay Program (with major credit card).

Credit History Inquiries

If a personal credit history report becomes necessary within the approval process, you will be asked to complete a Renter Credit Report Permission Form. The VIR Affiliated Retailer will transmit the form via facsimile (we can not accept information via phone or email) to the VIR Home Office. VIR will then securely submit your information to a third-party credit reporting bureau for the purpose of obtaining a consumer credit history report (which is then reviewed for approval purposes).

Special Note Regarding Ethnicity

It is important to understand your ethnicity is **not** considered during the approval process. The State Attorney of Florida requires the ethnicity of the renter when prosecuting personal check fraud. The renter's ethnicity is not entered into VIR's collections database. Thus, the information must be retrieved from the archived hard copy when requested by the State. Those renter's unwilling or uncomfortable providing this information may still be considered if enrolling in our AutoPay Program.

Confidentiality of Information

VIR does not share its customer's personal information to any third party (except credit bureaus for approval & reporting purposes). Access to information & changes to customer accounts is restricted to the account holder named on the Equipment Rental Agreement.

Our Mission Statement

Veritas Instrument Rental Incorporated is dedicated to serving the school music market by providing quality, value and service to our customers, music educators and affiliated music retailers.

Thank You

Should you have any comments, questions or concerns regarding our program and/or policies, please do not hesitate to contact us toll free at 800-578-9724 Monday-Friday, 10am-9pm EDT. We appreciate your business and the opportunity to be a part of your child's musical experience!