THE BETTER BUSINESS BUREAU®



CONSUMER RESOURCE GUIDE

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Last year more than **21 million people** asked the BBB about the reputation of companies in Northern Illinois or asked us to assist them with a service.



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Can I sell my items in person? Of course! We see hundreds of clients each week in our office.

What if I cannot make it during your business hours? We offer secure insured express mail shipping of the articles to us at no cost to you. We walk you through the entire process of mailing the items in. We can then send payment via check, PayPal or directly to your checking account.



SILVER

Paying 90% of market for US silver coins pre-1964 and half dollars 1965-1969. Paying 90% of market for SORTED foreign silver coins.

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Avoid Work-At-Home Scams; Check the BBB Reliability Report

With the unemployment rate at 9.2% in Illinois, many individuals are considering different options due to the lack of job opportunities. In the midst of this shortage, work-at-home scams continue to rise.

To avoid falling victim of work-at-home scams, the BBB offers the following warning signs:

- Be aware of companies that use personal testimonials but never identify the person so you can check with them directly
- Exaggerated claims of potential earnings, profits, or part-time earnings at part time hours
- Requirements of money for instructions or products
 Claims of "no experience necessary"

Always check out the company's BBB Reliability Report for free at www.bbb.org *

Satisfied Consumers

Compliment the Better Business Bureau

"Thank you for your assistance. I am really glad that there is a person like you that is willing to listen and help someone like me and try to reach an agreement that both sides can agree on. With this experience, I now learned that I should visit BBB website to research a company that I will be dealing next time. I am so glad that Better Business Bureau is always there to help from research of a company to helping solves problems and issues."

Richard M.

"BBB online access is very efficient with a fast response time. BBB employees are very knowledgeable and are willing to put forth extra effort if the situation calls for it."

Deb H.

"Without the BBB, I would have had to spend at least \$100 to have a functioning vacuum cleaner again. With the BBB's help, I received a very quick and satisfying resolution to my complaint and saved \$100."

Carol P.

"BBB was very helpful and persistent in assisting me to resolve my issue and did not stop until my issue was resolved. I am relieved as a consumer to have a company on my side when I feel I was mistreated by a corporation." *Asatur B.*

"BBB has always been very instrumental in resolving my complaints with businesses. In every complaint I have had, it seemed like I kept spinning my wheels trying to resolve it on my own. I got little to no response trying to personally deal with the companies. But, every time when BBB stepped in, my complaint got resolved right away."

Karenda M.

"I believe that the BBB is a great asset to help keep businesses honest. The consumer and the worker have very little resources to fight when an injustice has happened, and the BBB allows for a consumer to have equal representation." *Frederick S.* "Action was taken on my complaint right away. I was kept informed every step of the way. I was very pleased to have help from the BBB." Sandy S.

"It took the BBB to resolve an issue. Online complaints, emailing and calling customer service along with calling my credit card didn't get me anywhere. A complaint with the BBB got it resolved in 24 hours!"

Jennifer C.

"I feel your service provides a valuable opportunity for companies/organizations to improve. It also provides customers like me a chance to communicate effectively when disappointed with their service/products."

Michael W.

"The company dismissed my concerns and complaints when I contacted them directly. After contacting BBB, the company instantly cared about my concerns, compensated me for the past issues, and even provided a noticibly better attitude with their service."

Adam M.





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How to reach **YOU** BBB

Accredited Business Directory: Find local BBB Accredited Businesses, ratings, maps, directions & more at BBBit.org

Chai

Carl Jacobson GE Real Estate

Free BBB Services: Find businesses and charities you can trust and obtain FREE Business Reviews. To check out a business before you buy or to file a complaint visit www.bbb.org/chicago

BBB Online: Business Reviews are available on northern Illinois businesses for FREE at bbb.org

Social Networking: Find us on Facebook at and on Twitter at @chicagobbb

BBB Email: For business inquiries and complaints, email info@bbb.org

BBB AUTOLINE: 800,955,5100, This service deals only with complaints related to problems with vehicles manufactured by certain companies.

Telephone Service: 312.832.0500. Consumer consultants are available from 9AM to 5PM Monday through Friday.

Systems, Inc

Ratings Update: To update your company's important information, go to www.chicago.bbb.org/update-company

Chicago Office: 330 N. Wabash Avenue, Suite 3120, Chicago, IL 60611 Fax: 312.832.9985

Rockford Office: 401 W. State Street, Suite 500, Rockford, IL 61104 Fax: 815.963.0329

Bienvenidos a el BBB en español: 312.832.9803, 9AM-5PM Lunes a Viernes, Información importante para el consumidor en español. Proporcionando por el Better Business Bureau, sirviendo a el area de Chicago y el Norte de Illinois.

Giovanni T. Bollentino

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THIS IS YOUR GUIDE TO BETTER BUSINESSES

The Better Business Bureau Consumer Resource Guide is included in all editions of the Chicago Tribune on Thursday, October 24, 2013. The guide informs you on how to use the BBB to protect yourself, your money and your personal information. It also lists all BBB Accredited Businesses in Chicago and northern Illinois as of September 24, 2013. The companies listed met BBB standards on this date. Over 61,000 people contact us each day. The majority of these consumers are checking the reputation of a company prior doing business with it. Our database includes free information on over 125,000 companies in northern Illinois, including over 8,000 BBB affiliated businesses. In addition, our national database contains Business Reviews on over 40 million businesses across the Unites States and Canada. These reports are free and are accessible through our website

The goal of the BBB is to create an ethical marketplace where buyers and sellers can trust each other. We set standards for marketplace trust, encourage and support best practices and celebrate marketplace role models. When you contact one of our Accredited Businesses, make sure you inform them that you saw their advertisement or name in the BBB Consumer Resource Guide.

Sincerely, Carl Jacobson Chair

Steve J. Bernas President & CEO

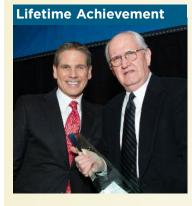
Insight

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BBB Annual Dinner Meeting



Co-emcee Rob Stafford of NBC5 presents the James E. Baumhart Lifetime Achievement Award to Gerald M. Cole for his long-term personal and professional dedication to BBB program advancement.

Brian T. O'Connor (left) accepts the Arbitrator of the Year Award for his dedicated service to the BBB from emcee Allison Rosati of NBC5 at the BBB Annual Dinner Meeting.

Arbitrator of the Year





Immediate Past Chair Roy Spencer is presented with the honorary gavel by incoming BBB Chair, Carl Jacobson for his three years of stellar leadership at the helm of the BBB.



Torchbearer of the Year

BBB Chair Roy Spencer presents Dave Kelly, Director of Franchise Marketing for Midwest & Pacific Northwest for Dex One Corporation, with the Torchbearer of the Year Award, the top annual individual honor presented by the BBB.



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Resolve your Concerns with Better Business Bureau Arbitration

We all have expectations as to how we want to be treated when making a purchase. A lot of effort goes into both making a sale and buying a product. But what happens when there is a dispute that questions the performance or quality of a product or service? This is a question that all businesses must ask and prepare a policy for.

Don't wait to have complaints filed. When a dispute arises, it's important to listen to the customer to understand the issue. A discussion should take place of options available for resolution. Prolonged efforts at resolution, especially where there are substantial differences of opinion as to the problem, can often increase anger and do serious damage to reputation.

After all efforts are exhausted at resolving a complaint, consider utilizing the services of a fair, trustworthy arbitration forum. Disputes of any magnitude generally ripple through the lives of all the parties and can affect health, performance and other relationships. When you can't settle a dispute amicably, seek a resolution with BBB arbitration.

In arbitration, parties submit their dispute to a neutral individual who will hear both sides. Arbitration is voluntary and avoids arduous court proceedings. It allows the parties to go forward either with or without lawyers. The arbitration process is efficient, quick and relatively inexpensive compared to the court system.

One aspect of customer service for companies is to let the purchasing public know that businesses embrace methods of problem solving that will take the dispute to a neutral, trustworthy forum. Consider offering BBB arbitration as a method of final resolution of the dispute or conflict. The BBB serves to help with resolution of disputes and provides a method of customer service that all parties can rely on to smooth the stream of commerce. Reach out to customers and let them know that you want them to be satisfied. However, if they are not, embrace the concept of getting a resolution by a method that is not controlled by either party. Arbitration is a fair, neutral and trustworthy option that takes place with a pool of unbiased, trained attorney arbitrators.

Declaring that you want customers to be satisfied and that problems will be resolved is good business and great customer service. For complete details email info@chicago.bbb.org *

What Happens When You File A Complaint

two of the most visible services that the Better Business Bureau (BBB) provides.

After the BBB receives vour complaint, it is communicated to the company immediately. In some cases, complaints are resolved within a few hours. This is because the business often realizes that the longer it takes to resolve a complaint, the harder it is to conclude it satisfactorily. If the matter is not resolved, the BBB will attempt to mediate the problem. If mediation efforts fail. arbitration will be offered.

By tracking complaints and their resolution, the BBB establishes a customer-relations file that is used in developing a fair and objective report on the company.

Your BBB is a watchdog for businesses and consumers

Complaint processing and who are looking to "do it educational information are right". Therefore the BBB does not take either side in a dispute; instead, it works to facilitate communications between the buyer and the seller to help both sides reach a satisfactory resolution.

> Occasionally, the BBB may be unable to obtain cooperation from the company. All complaints become a part of the firm's record and are reported to inquirers who ask about the company in the future.

> The BBB may refer its file on the company to a law enforcement agency in extreme cases to determine if further action is warranted.

For the fastest way to file a complaint, visit www.bbb.org 24 hours a day, 7 days a week. You may also file your complaint by mail to the BBB at no charge. 苯

BBB Seal Internet Referral Source for Customer Assurance

If vou're concerned about whether a company you're dealing with over the Internet is reputable, protects your personal information and safeguards credit card numbers, then look for the BBB Dynamic Seal as an excellent referral source.

The award-winning BBB Dynamic Seal Program was created to assure consumers

making purchases over the Internet that the companies displaying it meet the Better Business Bureau's stringent standards. Only companies meeting those standards can display the BBB seal on their websites.

By clicking on the Seal, consumers are linked to that company's BBB Business Review. This is a way of reassuring prospective customers that the company fulfills its promises and also meets the BBB Standards of Business Practice. 苯







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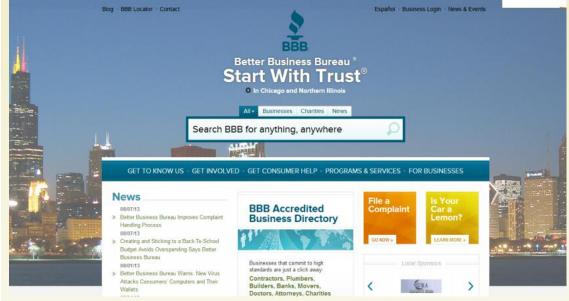
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Upcoming All-New Website

Information, Reviews Fast and Easy to Find



Soon the BBB will launch a new website. With this website, the BBB will be able to improve its branding towards businesses, charities and consumers. It is easy to navigate, visually appealing and accessible.

Simple navigation is the most important aspect of the website. On the old website. the search bar was small on the home page. With the new website, the search bar has a dominant position, and it makes charities. businesses and news easily searchable. The website also allows users to quickly find some of the most used pages, including the "Accredited Business Directory" and "File A Complaint". These links will appear on multiple pages, making it easy for individuals to navigate from page to page.

The website is more engaging. The site is also much more versatile with an improved search feature, giving the BBB the ability to reflect the service area by using the Chicago skyline in our background, or even pictures of our Accredited Businesses. The website will also have promotional videos and will provide links for people who wish to offer sponsorships, directing them to the "Accredited Business Directory Sponsorships" page.

Consumers, businesses and charities are able to use the BBB website at any location or on any device. The website automatically scales for use on phones, tablets and other handheld devices. It is also easy for users to jump from the BBB Council homepage to a local BBB and between different individual BBBs. 🖈

New BBB Services

On July 31, the Better Business Bureau began offering complaint detail in our FREE Business Reviews. Previously, complaints were classified into twelve categories and only the type of each complaint was reported with limited information on how the complaint was closed. As of July 31. the actual text from consumer complaints has been included in business reviews, as well as the initial business response and any subsequent business/consumer correspondence in reportable complaints.



Because complaint detail is now viewed by others, all personally identifiable information including names, phone numbers, names of competitor business and

order, invoice or contract numbers has been redacted. The information on complaints that the BBB provides is the actual text of consumer's complaints and comments, along with text of the business response, providing a more personal experience on the site.

This change has enhanced the transparency and openness of the BBB complaint handling process and has received an encouraging and supportive response from BBB Accredited Businesses. *

Before You Donate Check Out Charities At BBB Online Charity Review

The Better Business Bureau's Charitable Review Program provides an important source of information on charities and other not-forprofit organizations operating in northern Illinois.

Before making any charitable donations, check out charity reviews for free at www.bbb.org/charity

You also may call for reports on individual charities at **312.245.2516**. Always remember that reports on charities may change over time.

The BBB's Charitable Review Program is designed to encourage local charitable organizations to accept the responsibility of self regulation by adhering to a set of standards that promote public accountability, responsible use of funds,

Better Business proper solicitation and gov-Charitable Review ernance practices.

> The following tips are designed to help donors make smart and informed giving decisions:

- DON'T succumb to highpressure, emotional pitches. Giving on the spot is never necessary, no matter how hard a telemarketer or door-to-door solicitor pushes it. The charity that needs your money today will welcome it just as much tomorrow...after you've had time to do your homework.
- DON'T assume that only "low overhead" matters. How much money a charity spends on the actual cause - as compared to how much goes toward fundraising and adminis-

tration - is an important factor, but it's not the whole story. A charity with impressive financial ratios could have other significant problems such as insufficient transparency, inadequate board activity and inaccurate appeals.

- DO be sure it's the right charity. With so many charities in existence, their names can blur in a donor's mind and similar-sounding organizations are common. Many phony charities can purposefully choose a name that sounds familiar to you. Be sure you know which charity you're supporting and that it's not a case of mistaken identity.
- DON'T assume that the charity wants any item you donate. Worn out, unus-

able or unwanted donated goods cost charities millions of dollars each year because the organization has to bear the cost of disposing of the unacceptable donation. If you have questions about an item's acceptability, call the charity and ask.

- Be cautious when giving online. Be cautious when giving online, especially in response to possible spam messages and emails that clam to link to a relief organization. When in doubt, go directly to the charity website.
- **Telemarketing cautions.** Telemarketing can be a costly method of fundraising unless carefully managed. If called, don't hesitate to ask for written information on the

charity's program and finances.

DO check out the charity carefully. Make sure you feel comfortable with how your money will be spent. Don't just take the word of someone else; even good friends may not have fully researched the charities they endorse. Go to **bbb.org** to verify that a charity meets BBB Wise Giving Alliance's.

Whether you choose to support a charitable organization through your time and effort or by donating money, carefully evaluate charitable requests to avoid being exploited by deceptive and fraudulent appeals.

Remember to give with your head as well as your heart. *

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Find a BBB Accredited Business Quickly

There's a new way to find trustworthy businesses. Simply **BBB/***t*!

The BBB has added a new website link to make it easier for consumers to find businesses that are trustworthy and perform ethically. Go to www.BBB/t.org to link directly to a new Accredited Business search page.

Our current www.chicago.bbb.org still works and provides a great deal of information. However, since many consumers use the website to search for businesses, the new shortcut of **www.BBB/t.org** makes finding businesses easier by taking people right where they want to go.

This new website link was introduced to the public with TV, radio and online advertising. The TV and radio commercial features two plumbers telling consumers to choose the plumber that is BBB Accredited.

The commercial ran on TV networks that included MTV, SOAP, TLC, Bravo, Comedy Central, The History Channel and ESPN. The commercial also appeared on WBBM



Newsradio. The **www.BBB/t.org** ad also was featured online on the Comcast Spotlight home page. *****

BBB New Business Review Feature

Recently, the Better Business Bureau began offering complaint detail in our free Business Reviews. Previously. complaints were classified into 12 categories and only the type of each complaint was reported along with limited information on how the complaint was closed. The actual text from consumer complaints is included, as well as the initial business response and any subsequent business and consumer correspondence in reportable complaints. This new system enhances the transparency and openness of our complaint handling process, assisting consumers in making informed decisions before spending their hard earned cash.

After months of study, the BBB will pro BBB made this change in to the actual response to feedback solicited the consumer from consumers. Research sponding res showed that consumers were company. *

looking for more detailed information on the types of complaints companies receive and how those complaints were ultimately resolved. This change also gives companies more of a voice in the complaint process, allowing them an opportunity to demonstrate how important customer service is to them and show how they respond to customer issues.

Because complaint detail will be viewed by others, all personally identifiable information including names, phone numbers, names of competitor businesses and order, invoice or contract numbers will be redacted. The information on complaints the BBB will provide boils down to the actual complaint from the consumers and the corresponding responses from the company. *



BBB's Free "Request a Quote" Service

When dollars are tight, buyers want to ensure that they are working with BBB Accredited Businesses that they can trust. This makes it easy to understand why your Better Business Bureau (BBB) receives over 61,000 consumer and business visits on their website each day. Many consumers are visiting the BBB website to utilize FREE services such as the BBB Request a Quote service. The Request a Quote service helps consumers save time and money with just a few clicks.

This powerful tool is an additional FREE service on the BBB website that allows con-

sumers to obtain a quote for goods or services from current BBB Accredited Businesses via e-mail, phone or mail.

To use this service, simply describe the service you want bids on and provide your contact information. Shortly after, you will receive a number of bids from companies in your area providing the type of service you need.

To immediately access this valuable tool and provide yourself the opportunity of doing business with BBB Accredited Businesses, visit and click on the "Get a Free Quote" button. *****

Get a Free Quote