

# Pre-Employment Inquiry Authorization Release

- I. I understand that an investigative report may be generated on me that may include information as to my character, general reputation, personal characteristics, work habits, performance or experience, along with reasons for termination of past employment/professional license or credentials; or criminal/civil/driving record history. I understand that backgroundchecks.com, on behalf of HIRE STANDARD STAFFING AND/OR ITS CLIENTS may be requesting information from public and private sources about any of the information noted earlier in this paragraph in connection with their consideration of me for employment, promotion, position re-assignment or contract now, or at any time during my tenure with HIRE STANDARD STAFFING AND/OR ITS CLIENTS, and give my full consent for this information to be obtained.
- II. I acknowledge that a telephonic facsimile (FAX) or photographic copy of this release shall be as valid as the original. This release is valid for most federal, state and county agencies.
- III. I understand that if I am a resident of **Minnesota/Oklahoma (only)** I may obtain a copy of the report ordered, and now indicate my desire to do so by checking this box .
- IV. I hereby authorize, without reservation, any law enforcement agency, information service bureau, school, employer or insurance company contacted by backgroundchecks.com to furnish the information described in Section I.
- V. Communications with backgroundchecks.com should be directed to PO Box 353, Chapin SC 29036 or (866) 300-8524.

## CANDIDATE COMPLETE THE FOLLOWING:

_____ Signature		_____ Today's Date	
Print Name: (First)	(Middle)	(Last)	(Maiden)
Other Names Used _____			
Current Address Since: (Mo/Yr)	(Street)	(City)	(State/Zip)
Current Address Since: (Mo/Yr)	(Street)	(City)	(State/Zip)
Current Address Since: (Mo/Yr)	(Street)	(City)	(State/Zip)

The following information is required by law enforcement agencies and other entities for positive identification purposes when checking public records. It is confidential and will not be used for any other purposes.

_____ Date of Birth	_____ Social Security Number
_____ Driver's License Number and State	_____ Name as it appears on License

Have you ever been convicted of a crime? \_\_\_ No \_\_\_ Yes If yes, please provide city and state of conviction and details of conviction.

## FAIR CREDIT REPORTING ACT NOTICE:

In accordance with the Fair Credit Reporting Act (FCRA, Public Law 91-508, Title VI), this information may only be used to verify a statement(s) made by an individual in connection with legitimate business needs. The depth of information available varies from state to state. Status of updates are available on request. Although every effort has been made to assure accuracy, backgroundchecks.com cannot act as guarantor of information accuracy or completeness. Final verification of an individual's identity and proper use of report contents are the user's responsibility. backgroundchecks.com's policy requires purchasers of these reports to have signed a Service Agreement. This assures backgroundchecks.com that users are familiar with and will abide by their obligations, as stated in the FCRA, to the individuals named in these reports. If information contained in this report is responsible for the suspension or termination of an employee or the application process, have the Candidate/employee contact backgroundchecks.com.

## NOTICE TO CALIFORNIA CANDIDATES

You have a right to obtain a copy of any consumer report or investigative consumer report obtained by (INSERT COMPANY NAME) by checking the box provided below. The report will be provided to you within (3) business days after we receive the requested reports related to the matter investigated.

I request to receive a free copy of this report by checking this box.

Under section 1786.22 of the California Civil Code, you may view the file maintained on you by backgroundchecks.com during normal business hours. You may also obtain a copy of this file upon submitting proper identification and paying the costs of duplication services, by appearing at backgroundchecks.com in person or by mail. You may also receive a summary of the file by telephone. The agency is required to have personnel available to explain your file to you and the agency must explain to you any coded information appearing in your file. If you appear in person, a person of your choice may accompany you, provided that this person furnishes proper identification.