



PRE-EMPLOYMENT BACKGROUND CHECKS

AUTHORIZATION TO OBTAIN CONSUMER REPORTS

Pursuant to my application for employment / volunteer with Coach / volunteer
I authorize the procurement of records/data which may contain public or private information pertaining to me. I understand that my background check/consumer report may be used as a basis for volunteer service, tenancy or employment decisions, such as hiring, promotion, or retention.

I acknowledge that a fax, image or copy of this authorization is as valid as the original and if I am hired or accepted, this authorization will remain valid until the termination of employment, service, or tenancy.

I understand that driving a vehicle may be a requirement of the position I am being considered for; and that having and maintaining a satisfactory driving record and being able to legally and safely drive may be a requirement or a condition for employment. I hereby authorize the release of my driving record, which may contain information about my physical, mental, or behavioral health maintained by a state government agency that has restricted my ability to drive legally, prior to hire and periodically thereafter.

I further understand I have the right to make a request to examine a consumer report upon proper identification and formal request. I hereby consent and authorize **Employment Information Services, Inc.** and/or its authorized agent(s) to obtain the above information from companies, institutions and individuals of their choosing.

Applicant Signature _____ Date _____

(Please Print) Last Name First Name Middle Name/Initial

Maiden Name or Other Names Used

Current Home Address City State Zip

Previous Address City State Zip

List Cities and States lived in during past seven (7) years (use additional pages if necessary)

Date of Birth Social Security Number Professional License # and State

Driver's License Number State License Issued

Requested by: Karen Dixon (kdixon@cityofgadsden.com)

Please Check the Services Requested Below:

- | | | |
|--|---|--|
| <input type="checkbox"/> Criminal Records Search Package
(includes all listed below) | <input type="checkbox"/> Civil Litigation Records Package
(includes all listed below) | <input type="checkbox"/> Social Security Number Verification |
| <input checked="" type="checkbox"/> Alabama Criminal Records | <input type="checkbox"/> Alabama Civil Records | <input type="checkbox"/> MVR Driver's License Report |
| <input type="checkbox"/> Federal Criminal Records | <input type="checkbox"/> Federal Civil Records | <input type="checkbox"/> Credit Report |
| <input checked="" type="checkbox"/> National Criminal Search | <input type="checkbox"/> Bankruptcy Records | <input type="checkbox"/> Previous Employment Verification |
| <input checked="" type="checkbox"/> National Sex Offender | | <input type="checkbox"/> Professional License Verification |
| <input type="checkbox"/> Patriot Act / Terrorist Watch List | | <input type="checkbox"/> Education Confirmation |
| | | <input type="checkbox"/> Tenant Eviction Search List |
| | | <input type="checkbox"/> Social Media Search |
| <input type="checkbox"/> Other (please specify) _____ | | |