BACKGROUND INVESTIGATION AUTHORIZATON

I. I understand that an investigative report may be generated on me that may include information as to my character, work habits, performance and experience, along with reasons for termination of past employment, financial/credit history, criminal history records from any criminal justice agency in any or all federal, state, city and county jurisdictions, state Department of Motor Vehicle/Drivers' License Records to include traffic citations and registration, military records from the National Personnel Record Center, education records including transcripts, and requests for records and information from any individual, company, firm corporation, present and/or past employers and public agencies (including the Social Security Administration and the Immigration & Naturalization Service). I fully understand that The General Ledger, may be requesting information from public and private sources about any of the information noted earlier in this paragraph, and I freely give my consent for The General Ledger. to do so.

II. According to the Fair Credit Reporting Act (FCRA), I am entitled to know if the considerations for which I am applying are denied because of information obtained from a consumer-reporting agency. If so, I will be notified and be given the name of the agency providing that report.

III. I agree that a photocopy or telephonic facsimile of this authorization shall be valid as the original. This release is valid for most federal, state and county agencies.

IV. I hereby authorize, without reservation, any one contacted by The General Ledger., to furnish the information described in Section 1.

V. I hereby authorize, without reservation, The General Ledger., to contact my present employer for employment verification/references.

APPLICANT: COMPLETE THE FOLLOWING:

❑Credit & Criminal ❑Criminal Only

Signature **Today's Date**

Please print full name **Unit #**

The following information is required, it is confidential and will not be used for any other purposes.

Please print other names you have used

Social Security Number - Your Social Security Number will be used in order to confirm your identity for purposes of completing an accurate background investigation and credit check.

Date of Birth - Your date of birth is required on this form in order to confirm your identity for purposes of completing an accurate background investigation.

Home Address **City** **State** **Zip**

Driver's License Number and State **Name as it appears on License**

Have you ever been arrested, convicted of, plead guilty, or "no contest" to a crime that has or has not been expunged or removed from your record? ❑ No ❑ Yes **If yes, please explain:** (Make sure to include the city/state/county and the year the crime occurred for each conviction.) **IF YOU PROVIDE FALSE INFORMATION, YOU WILL BE AUTOMATICALLY DENIED**.

Have you ever been evicted from any leased premise? ❑ No ❑ Yes

FAIR CREDIT REPORTING ACT, DRIVER'S PRIVACY PROTECTION ACT, and ANY APPLICABLE STATE STATUE (S) NOTICE:
In accordance with the Fair Credit Reporting Act, this information may only be used to verify a statement(s) made by an individual in conjunction with legitimate business needs. The depth of information available varies from state to state. The report that will be generated it is in compliance with the Fair Credit Reporting Act, the Driver's Protection Act, and any applicable state statue(s).