

Applicant Authorization and Release

(Keep in secure files separate from personnel records)

In connection with my application for employment (including contracts for service) and as a condition of continuing employment, I understand that consumer reports or investigative consumer reports will be requested on me from A Matter of Fact, including: credit reports, social security number scans, address history, criminal records, employment history, education, civil court filings, driving records, and workers comp records. Reports will include information such as: my work habits, salary history, performance, education (including GPA), experience, reasons for termination of employment, and any history of criminal, dishonest, or violent behavior. Further I understand that requests for information will be made of various private and government agencies that maintain records concerning my past activities.

I hereby authorize _____ (hereinafter "Employer") or any of its employees or agents to obtain the information referred to above in connection with the processing of my application. I authorize, without reservation, any individual, corporation or other private or public entity to furnish to Employer or any of its employees or agents the information referred to above. As allowed by law, I release Employer, its employees and agents, and all individuals, corporations, or other private or public entities providing information from any liability for damages that may result to me as a result of furnishing or attempting to furnish such information. I have received and reviewed a copy of "A Summary of Your Rights Under the Fair Credit Reporting Act." This authorization and release shall remain in effect for the term of my employment and shall be valid in original, Fax, or copy form.

Applicant's Signature: _____ Date: _____

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

Please Print Clearly

Print Full Legal Name: _____ Sex: [] M [] F

Other names used: Name: _____ Dates Used: _____ to _____,

Name: _____ Dates Used: _____ to _____, [] **Other names on Back**

Birth Date (mm-dd-yyyy): ____-____-____ U.S. Social Security #: ____-____-____

Non-U.S. IDs (if any) & Issuing Country: _____

Current Drivers License #: _____ Issuing State/Country: _____

Other Drivers License/ID #s & Issuing State/Country (last 7 years only): _____

I wish to receive a copy of any credit report that is prepared: [] Yes [] No

I wish to receive a copy of any report that is prepared: [] Yes [] No

Home Addresses (for the last 7 years, list current home address first -- use back for more space):

• Street: _____ City: _____ State: _____

Zip: _____ County: _____ From-to Dates: _____ - _____

• Street: _____ City: _____ State: _____

Zip: _____ County: _____ From-to Dates: _____ - _____

• Street: _____ City: _____ State: _____

Zip: _____ County: _____ From-to Dates: _____ - _____

• Street: _____ City: _____ State: _____

Zip: _____ County: _____ From-to Dates: _____ - _____

Check here if addresses are listed on Back [] 07/10/07 ©1994-2007 A Matter of Fact, all rights reserved