

**DISCLOSURE AND AUTHORITY TO RELEASE INFORMATION
PREPARATION OF A CONSUMER REPORT FOR EMPLOYMENT PURPOSES**

Pursuant to the federal Fair Credit Reporting Act (Section 606), I hereby authorize BVU Authority and its designated agents and representatives (Verified Credentials, Inc.) to conduct a comprehensive review of my background through a consumer report and/or an investigative consumer report to be generated for employment, promotion, reassignment or retention as an employee. I understand that the scope of the consumer report/investigative consumer report may include, but is not limited to, the following areas: verification of Social Security number; current and previous residences; employment history, including all personnel files; education; references; credit history and reports; criminal history, including records from any criminal justice agency in any or all federal, state or county jurisdictions; birth records; motor vehicle records, including traffic citations and registration; and any other public records.

I, _____, authorize the complete release of these records or data pertaining to me that an individual, company, firm, corporation or public agency may have. I hereby authorize and request any present or former employer, school, police department, financial institution or other persons having personal knowledge of me to furnish BVU Authority or its designated agents with any and all information in their possession regarding me in connection with an application of employment. I am authorizing that a photocopy of this authorization be accepted with the same authority as the original.

I understand that, pursuant to the federal Fair Credit Reporting Act, if any adverse action is to be taken based upon the consumer report, a copy of the report and a summary of the consumer's rights will be provided to me. Information from the report will not be used in violation of any applicable Federal or State equal employment opportunity law or regulation.

If currently employed, may your current employers be contacted? ☐ Yes ☐ No

I request a copy of the report. ☐ Yes ☐ No

Please read the following and, if acceptable, authorize us to order an investigative consumer report to be prepared by Verified Credentials, Inc. as noted above for employment purposes.

AUTHORIZATION – TO PREPARE INVESTIGATIVE CONSUMER REPORT FOR EMPLOYMENT PURPOSES

I authorize the appropriate individuals, companies, institutions, or agencies to release information requested for the preparation of an investigative consumer report on me for employment purposes and to respond to all inquiries necessary for the same.

Legal Last Name	Legal First Name	Legal Middle Name
Street Address		
City	State	Zip Code

Contact Information: Email: _____ Day Time Phone: _____

Please list any additional addresses you have lived, worked, and attended schools in during the past 7 years:

City State

City State

City State

City State

Other name(s) used in the past (example: maiden, name from a previous marriage, etc.)

Drivers License Number	State Issued	Expiration Date	Date of Birth
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(To be used for Background Information ID only)

I AUTHORIZE A PHOTOCOPY AND/OR AN ELECTRONIC COPY OF THIS AUTHORIZATION TO BE ACCEPTED WITH THE SAME AUTHORITY AS THE ORIGINAL AND IF EMPLOYED BY THE ABOVE NAMED COMPANY THIS AUTHORIZATION WILL REMAIN IN EFFECT THROUGHOUT MY EMPLOYMENT.

Signature	Social Security Number	Date
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