



AUTHORIZATION FOR RELEASE OF INFORMATION FOR EMPLOYMENT PURPOSES

Background Screening Disclosure

I hereby authorize RecruitScreen, LLC and its designated agents and representatives 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: names and dates of previous/current employment, work experience, worker's compensation claims, criminal history records (from local, state, federal, international and other law enforcement agencies' records), sexual offender's lists, wants and warrants records, motor vehicle records, military records, educational verification, license verification, credit history, civil cases, OIG/GSA, OFAC/patriots act, any sanction lists, FBI finger printing and drug testing. Upon Request, RecruitScreen, LLC will supply a copy of the completed consumer report along with a copy of an individual's rights under the Fair Credit Reporting Act.

Authorization and Release

I, _____, authorize the complete release of these records or data pertaining to me which an individual, company, firm, corporation, or public agency may have. I authorize the full release of the information described above, without any reservation, throughout any duration of my employment with _____ (company name). I hereby release RecruitScreen, LLC and its agents, officials, representatives, or assigned agencies, including officers, employees, or related personnel both individually and collectively, from any and all liability for damages of whatever kind, which may at any time, result to me, my heirs, family or associates because of compliance with this authorization for release of information. I certify that all information provided below and on my resume is correct to the best of my knowledge. Any false statements provided in this form and my resume will be considered just cause for the termination of being a marketing partner/associate at any time. This authorization and consent shall be valid in original, fax, or copy form.

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. RecruitScreen, LLC will hold this information and not sell it under any circumstance.

First Middle Last Maiden Suffix
Applicant's FULL Name

Signature _____ / _____ /20_____
Date

____ -- ____ -- ____
Social Security Number

____ / ____ /19____
Date of Birth (This will not affect hiring decision)

Driver License Number State of Issue Expiration Date **(Please attach a clear copy.)**

Current Residential Address City State Zip County

(____) _____
Phone

Type of screens to be completed:

- Multi-State Criminal Search & Sex Offender (database)
- SST (Social Security Trace & Address Verification)
- Criminal History – County (Live Courthouse)
- Criminal History – State (Live Courthouse)
- Criminal History – Federal (Live Courthouse)
- Business Credit Report
- Driving History (MVR)
- Professional Business License Verification
 - Corporate Registration (State Level)
 - Better Business Bureau – Findings (Local Level)
- Personal Credit Report