

Company Name
Fair Credit Reporting Act Disclosure and Authorization

Disclosure Statement

Company Name, as part of its procedures for considering your application for employment, when deciding whether to continue your employment, as when making other employment-related decisions directly affecting you, make seek to obtain and use a consumer report or investigative consumer report from a consumer reporting agency.

A consumer report is a communication of information by a consumer reporting agency that bears on a person's credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living. An investigative consumer report is a communication of information by a consumer-reporting agency bearing on the same topics listed above, where the information is obtained through personal interviews with the sources such as neighbors, friends or associates. You have the right to request a complete and accurate disclosure of the nature and scope of the investigation and a copy of a summary of your rights under the Fair Credit Reporting Act.

Before any adverse action is taken with regard to your application or employment (if any) based entirely or in part on the information contained in a consumer report or investigative consumer report, you will be provided with a copy of the report and a written description of your rights under the Fair Credit Reporting Act (FCRA).

Authorization

By signing below, I, _____ hereby voluntarily authorize Company Name to obtain consumer reports or investigative consumer reports about me from a consumer-reporting agency and to consider such reports when making decisions regarding my application for employment or employment (if any) at Company Name. I specifically authorize any party or agency contacted by Company Name or its agent to furnish the above-mentioned information. I understand that this consent will apply during the course of my employment, if any, and that such consent will remain in effect until revoked in writing. I further understand that any and all information contained in my job application or otherwise disclosed to Company Name by me may be utilized for the purpose of obtaining the consumer reports or investigative consumer reports requested by Company Name and confirm that all such information is true and correct.

For California, Minnesota and Oklahoma Residents Only:

Would you like to receive a copy of your final consumer or investigative consumer report? Yes No

Applicant/Employee Name (Printed)

Applicant/Employee Signature

Social Security Number

Date Completed