**Volunteer Screening Application**

**Consumer Disclosure**

We (Covenant Orthodox Presbyterian Church) will obtain one or more consumer reports or investigative consumer reports (or both) about you for employment purposes. These purposes may include hiring, contract, assignment, promotion, re-assignment, and termination. The reports will include information about your character, general reputation, personal characteristics, and mode of living.

We will obtain these reports through a consumer reporting agency. Our consumer reporting agency is backgroundchecks.com. Backgroundchecks.com’s address is P.O. Box 353, Chapin, SC 29036. Backgroundchecks.com’s telephone number is (866) 300-8524. Backgroundchecks.com’s website is at www. backgroundchecks.com, where you can find information about Backgroundchecks.com’s international privacy practices.

To prepare the reports, backgroundchecks.com may investigate your education, work history, professional licenses and credentials, references, address history, social security number validity, right to work, criminal record, lawsuits, driving record, credit history, and any other information with public or private information sources.

You may obtain a copy of any report that backgroundchecks.com provides and backgroundchecks.com’s files about you (in person, by mail, or by phone) by providing identification to backgroundchecks.com. If you do, backgroundchecks.com will provide you help to understand the files, including trained personnel and an explanation of any codes. Another person may accompany you by providing identification.

If backgroundchecks.com obtains any information by interview, you have the right to obtain a complete and accurate disclosure of the scope and nature of the investigation performed.

Please sign below to acknowledge your receipt of this disclosure.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Printed Name

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**Consumer Authorization**

**Authorization**: By signing below, you authorize: (a) backgroundchecks.com to request information about you from any public or private information source; (b) anyone to provide information about you to backgroundchecks.com; (c) backgroundchecks.com to provide us (Covenant Orthodox Presbyterian Church) one or more reports based on that information; and (d) us to share those reports with others for legitimate business purposes related to your employment. Backgroundchecks.com may investigate your education, work history, professional licenses and credentials, references, address history, social security number validity, right to work, criminal record, lawsuits, driving record, credit history, and any other information with public or private information sources. You acknowledge that a fax, image, or copy of this authorization is as valid as the original. You make this authorization to be valid for as long as you are an applicant or employee with us.

The Consumer Financial Protection Bureau’s “Summary of Your Rights under the Fair Credit Reporting Act” is attached to this authorization. If you are a New York applicant, a copy of New York’s law on the use of criminal records is attached. By signing below, you acknowledge receipt of these documents.

**Personal Information**: Please print the information requested below to identify yourself for backgroundchecks.com

Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
First Middle ( ) none Last

Other Names Used:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current and former addresses:

\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_Current\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
From Mo/Yr to Mo/Yr Street City, State, Zip

\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
From Mo/Yr to Mo/Yr Street City, State, Zip

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From Mo/Yr to Mo/Yr Street City, State, Zip

Some government agencies and other information sources require the following information when checking for records . Backgroundchecks.com will not use it for any other purposes.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Date of birth Social Security Number

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Driver’s license number & state Name as it appears on license

**Report Copy**: If you are applying for a job or live in California, Minnesota, or Oklahoma, you may request a copy of the report by checking this box:

**Additional Questions and Information**

Have you ever sexually or physically abused anyone? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you ever been arrested for, charged with, convicted of, or pled guilty or no contest to a felony or any crime involving sexual or physical abuse? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Signature Date