# CANDIDATE BACKGROUND INQUIRY RELEASE FORM

**Instructions:** **All Fields Must Be Answered [1] Read Authorization, [2] Fill-In & Print Form [3] Sign & Date, [4] Scan & Email, or Fax The Completed Form. THIS RELEASE MUST BE COMPLETED BY ALL EMPLOYMENT, TENANT, VOLUNTEER CANDIDATES. PRIVATE INDIVIDUAL PUBLIC RECORDS INQUIRIES DO NOT REQUIRE A SUBJECT'S SIGNATURE.**

In connection with my application for employment, I understand that an investigative background inquiry is to be made on myself, including, but not limited to, identity and prior addresses verification, criminal history, driving history, consumer credit history, education verification, prior employment verification, reason(s) for termination of prior employment, and work and other references, as well as other information.

I understand that the information and reports developed may include information as to my character, work habits, job performance, and experience, along with reason(s) for termination of past employment. I further understand that for purposes of this background inquiry, various sources will be contacted to provide information, including but not limited to various Federal, state, municipal, corporate, private and other agencies, which may maintain records concerning my past activities relating to my criminal conduct, civil court litigation, driving record, and credit performance, as well as various other experiences.

I hereby authorize without reservation any company, agency, party, or other source contacted to furnish the above Information as requested. I do hereby release, discharge and indemnify the prospective employer, its agents and associates to the full extent permitted by law from any claims, damages, losses, liabilities, costs and expenses arising from the retrieving and reporting of the requested information.

I am willing and acknowledge that a photocopy of this authorization be accepted with the same authority as the original and this signed release expires one (1) year after the date of origination.

[Prospective Employer, Landlord-Property Mgr, Organization, or Individual Public Records Requestor's Name]

Business Name:

[Candidate Information]

First Name:

Middle Name:

Last Name:

Also Know As [a.k.a.] and/or Maiden Name[s]:

Social Security Number: - - [format 123 – 45 – 6789]

Date of Birth: / / [format 00 / 00 / 0000]

Driver's License Number or ID Card & Issuing State:

Current Street Address:

City & State & Zip Code:

Previous Street Address:

Previous City & State & Zip Code:

Applicant's Signature: _____

Date: _____ / _____ / _____

Level I Criminal Investigation $25 Level II Criminal Investigation $33 Public Records $25 Credit Report $15

*Choose One Or Multiple Packages By Marking With 'X'*