

**AUTHORIZATION TO CONDUCT BACKGROUND CHECK
& CONSENT TO PROCURE CONSUMER/INVESTIGATIVE CONSUMER REPORT**

Authorization to conduct Background Check:

By signing below, I authorize **National Applicant Screening, Inc. (NAS)** and its agents to obtain a Consumer/Investigative Consumer Report on me as part of its pre-employment background investigation process for employment purposes. I understand this report may contain information as to my character, personal characteristics, or mode of living, such as my work habits, work performance, reasons for discipline or termination from any current or prior employment, history of earnings, credit worthiness, criminal history/convictions, driving history, and other related matters that may concern my eligibility for the position or promotion I am seeking. **National Applicant Screening** will not provide any information where such disclosure is restricted by federal or state law.

By signing below, I authorize any present or past employer, supervisor or agent of the employer; high school, college, university or other institute of learning; local, state or federal court; department of motor vehicles, state licensing board, state workers' compensation agency, credit bureau, personal or professional reference; to release records or information to **National Applicant Screening**. This authorization shall be valid in the original, faxed, or photocopied form. This authorization shall expire upon termination of my employment with the employer named below.

I also acknowledge that my potential employer has provided me with a summary of rights under the federal Fair Credit Reporting Act.

Report to be released to: _____

Applicant Name: _____

Any other Names used for Employment or Education: _____

Applicant Address: _____

Social Security Number: _____

Date of Birth: _____ **Gender/ Race:** _____

Driver's License Number: _____ **State:** _____

May we contact your current employer? (Circle) YES NO

Signature: _____ **Date:** _____

Notice to California, Minnesota and Maine Residents only:

Upon request a free copy of the Consumer/ Investigative Consumer Report obtained as a result of this request will be provided.

Please initial: _____ **Yes I want a copy.** _____ **No I do not want a copy.**

New York Applicants: Under Article 25 Section 380-c (b) (2) of the New York General Business Law, you have the right, upon written request, to be informed of whether or not an investigative consumer report was requested.

Under Article 25 Section 380-g of the New York General Business Law, should a consumer report received by an employer contain criminal conviction information, the employer must provide to the applicant or employee who is the subject of the report, a printed or electronic copy of Article 23-A of the New York Correction Law, which governs the employment of persons previously convicted of criminal offences.

Please initial: _____ **I acknowledge receipt of Article 23-A of the New York Correction Law.**