



BACKGROUND CHECK REQUEST

Important Note: *The information requested on this form is for the sole purpose of undertaking an employment investigation and may be used for a pre-employment investigation or from time to time during employment. Email to lbradburn@azsbs.com*

CANDIDATE INFORMATION

LAST NAME: _____ FIRST NAME: _____
MIDDLE/MAIDEN NAME: _____ SOCIAL SECURITY #: _____
STREET ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____ COUNTY: _____
DATE OF BIRTH: _____ RACE: _____ SEX: _____
DRIVERS LICENSE #: _____ STATE ISSUED: _____

Have you ever been arrested or convicted of a crime? If so, please list offense and the location (county and state) and date(s) where offense(s) occurred: (If more space is needed, please use another page.)

List the county and state of your previous places of residence and/or employment (whichever are applicable) during the **past seven years**. (If more space is needed, please use another page.)

COUNTY AND STATE	LENGTH OF TIME (YEARS AND MONTHS)
1. _____	_____
2. _____	_____

AUTHORIZATION RELEASE

Fair Credit Reporting Act: I hereby understand that a consumer report may be ordered for employment screening purposes, and that I am hereby giving my permission for such a report to be procured. I understand that I am entitled to see a copy of this report and a copy of "summary of consumer rights" before any adverse action is taken by the below mentioned employer. The information from this report will not be used in violation of any applicable state or federal equal opportunity law or regulation.

In connection with my application for employment or promotion, reassignment, or retention of current employment, I understand that _____ ("Employer") may conduct a background investigation and compile a consumer report or investigative consumer report on me. This report may include information as to my character, reputation, mode of living, criminal history, military service, education, academic credentials, qualification, employment history (including job performance, experience, work habits and reason for termination), personal characteristics, credit indebtedness, and motor vehicle driving record. This report may contain information from various public and private sources, including without limitation, corporations, courts and law enforcement agencies at the federal, state or local levels, courts record repositories, credit bureaus, departments of motor vehicles, past or present employers, educational institutions, governmental licensing or registration entities, the military, business or personal references, and other sources required to verify information that I have voluntarily supplied. I understand that I have the right to request additional disclosures as to the nature and scope of the investigative consumer report if processed. Medical and worker's compensation information will only be requested in compliance with the Federal Americans with Disabilities Act (ADA) and/or any other applicable state laws.

I hereby authorize the company and its agent to verify the information submitted by me and to obtain any credit information, criminal history, or driving records. Neither the company nor its agent shall be violating my right to privacy in any manner and I release them from all liability whatsoever for actions related to this investigation.

For California applicants only, if you would like to receive a copy of your credit report, if one is obtained, please check this box.

For Minnesota or Oklahoma applicants only, if you would like to receive a copy of the consumer report, if one is obtained, please check this box.

SIGNATURE OF CANDIDATE: _____ DATE: _____

CLIENT INFORMATION

CLIENT NAME: _____
 REQUESTOR: _____
 EMAIL: _____

PLEASE PRINT

SOCIAL SEARCH _____
 STATE REPOSITORY SEARCH _____
 COUNTY CRIMINAL SEARCH _____
 *NATIONAL DATABASE CRIMINAL SEARCH _____
 *STATE DATABASE CRIMINAL SEARCH _____
 MOTOR VEHICLE REPORT _____
 CREDIT REPORT _____
 OTHER _____

*May not be used for adverse employment decisions. Additional verification required.