###### {Insert Organization}

# AUTHORIZATION TO OBTAIN A CONSUMER INVESTIGATIVE REPORT FOR EMPLOYMENT PURPOSES

This is to notify you that in connection with your application for employment or contract, we may procure a consumer report on you as part of the process of considering your application.

Please be advised that we may also obtain an investigative consumer report including but not limited to information as to your character, general reputation, personal characteristics and mode of living. This information may be obtained by contacting your present and previous employers and/or references supplied by you. Please be advised that you have the right to request, in writing, within a reasonable time, that we make a complete and accurate disclosure of the nature and scope of the information requested.

By signing below, I hereby authorize all entities having information about me, including present and former employers, criminal justice agencies, department of motor vehicles, schools, and credit reporting agencies to release such information to any consumer reporting agency to provide an investigative report to {INSERT ORGANIZATION}.

This release and authorization shall remain valid and in effect during the term of your employment or contract. We reserve the right to run subsequent consumer reports and/or investigative consumer reports on an as needed basis in connection with your employment or contract.

Applicant's Signature Date

I I I have been advised by {INSERT ORGANIZATION} that I have the right to receive a copy of any consumer investigative report that {INSERT ORGANIZATION}. obtains regarding my employment application.

I acknowledge by {INSERT ORGANIZATION} that if {INSERT ORGANIZATION}. intends to deny my employment application based on the information contained in the report, {INSERT ORGANIZATION} will provide me with a copy of the report(s) that {INSERT ORGANIZATION} relied upon in denying my employment, together with a written description of my rights under state and federal credit reporting acts, prior to making a decision, if any, to deny my employment application.

Applicant's Signature Date

# AGREEMENTS WITH CURRENT OR FORMER EMPLOYERS

Are you subject to any written agreements with your current employer or any of your former employees that limit or restrict your employment activities after the termination of your employment with such employer? Such agreements include but are not limited to: restrictive covenants, non-compete agreements, non-solicitation agreements (employees or customers) and confidentiality agreements.

□ Yes □ No

If yes, please explain and attach or provide us with a copy of such agreement(s). We cannot process your application until we receive a copy of such agreement(s).

Applicant's Signature Date

[[1]](#endnote-1)

1. $10.00[A la carte] Auth to Obtain Consumer Investigative Report

File under

Sub file under

Please contact your human resource department, labor attorney or United Physician Services for your states requirements [↑](#endnote-ref-1)