

Last Name / First Name

Some of our clients require that we do an in depth background check for the last seven years. You are being considered for a placement with one of these clients. Return this form to us by _____ to be considered. If you are not interested in the position please call to let us know. All of the information below is required. In addition we may ☐ check your driving record, ☐ obtain a credit report and/or ☐ require you to submit for a drug test.

Identification Information

Social Security Number	Date of Birth	Driver's License No/State
		/

Education

Dates Attended	College	Degree	Address	Phone

Have you ever been convicted of a crime? No ☐ Yes ☐ If so, in what county and state
List every county in which you have lived in **seven (7) years** (use a separate sheet if necessary)

From	To	Address	City	State	County or Zip

List ever job you have held in the last **seven (7) years** - List current first (use a separate sheet if necessary)

From	To	Company Name & Address	Supervisor	Phone

The above information is complete, true and correct. I hereby acknowledge that I have received the DISCLOSURE NOTICE under the Fair Credit Reporting Act. I understand that no offer of employment has been made and that if made it will be for "at will" employment.

Signature

Date



AUTHORIZATION FOR RELEASE OF INFORMATION AUTHORIZATION FOR CONSUMER REPORT

TO: STAFFING SOLUTIONS, LLC / K-COUNSEL®

I **authorize** former employers, schools, universities, professional or other organizations, including licensing bodies, or references named in my application and other parties to whom you may be referred by the foregoing, to release to you all information regarding my employment, grades, standing, character and qualifications.

I **consent** to you obtaining a “**consumer report**” concerning me as defined by the Fair Credit Reporting Act and any other reports or records about my criminal background, credit history, military history and driving record whether or not such are considered a “consumer report.” **I acknowledge receipt of a separate Disclosure Notice as required by the Fair Credit Reporting Act.**

If you obtain a “consumer report” about me, and if you consider any information in the consumer report when making an employment-related decision which directly and adversely affects me, then before the decision is finalized, I will be provided with a free copy of the consumer report and a description in writing of my rights under the Fair Credit Reporting Act as a consumer.

Further, I **authorize** you to supply the foregoing obtained information to your customer.

I understand that if information is discovered which contradicts what I have put in my application, I may be denied employment or may be terminated. I further understand you may deny me employment or assignments, or remove me from assignment and discharge me from employment if you consider the background information unfavorable.

I have read this Authorization and understand all of its terms. I sign it voluntarily and with full understanding of its significance. This Authorization, in original or copy form, shall be valid for this and any future reports or updates which may be required in connection with my employment or application for employment.

First Name Last Name
Social Security No ---
Date of Birth ---

Date

DISCLOSURE NOTICE

FAIR CREDIT REPORTING ACT

Dear Applicant:

This is to inform you that in connection with your application for employment with Staffing Solutions, LLC / K-Counsel®, a consumer report as defined in the federal Fair Credit Reporting Act may be obtained by us or our agent for employment purposes.

Please retain this statement for your records.

Delivered by
Staffing Solutions, LLC / K-Counsel®
610 SW Broadway, Suite 500
Portland, Oregon 97205

INSTRUCTIONS:

Paragraph 1 - Staffing Solutions

To fill out Last Name, First Name, date to be returned and check boxes if additional checks requires.

Remainder of Page – Applicant is to:

- (1) fill out the remainder of the page.
- (2) sign pages 1 & 2.
- (3) return signed pages 1 & 2 to Staffing Solutions.
- (4) KEEP page 3, Disclosure Notice.
- (5) make copies of pages 1 & 2 if they want.