



ORDER FORM

Company Requesting Services

Telephone Number

Person Requesting Services

E-mail for Background Investigation Report

Applicant: _____
First Name Middle Name Last Name

Position Sought

Date of Birth

____/____/____
Social Security Number

- | | |
|---|---|
| <input type="radio"/> CA Criminal Search
County & Division: _____ | <input type="radio"/> Other States DMV: _____ |
| <input type="radio"/> Federal Criminal Search
District & Division: _____ | <input type="radio"/> Credit History Report |
| <input type="radio"/> CA Civil Search
County & Division: _____ | <input type="radio"/> Educational History Verification |
| <input type="radio"/> Federal Civil Search
District & Division: _____ | <input type="radio"/> Employment History & Business
References |
| <input type="radio"/> CA DMV Report | <input type="radio"/> Medicare Exclusion |
| | <input type="radio"/> Professional License
Verification _____ |
| | <input type="radio"/> Social Security Number Verification |

The company certifies that the information is requested for employment purposes. The information will not be used for any other purpose, nor will the information be used in violation of any applicable federal or state equal employment opportunity law or regulation. If any adverse action is to be taken based on the consumer report, a copy of the report and a summary of the applicant's rights will be provided to the applicant. Upon the written request of the applicant, the Company will make a complete disclosure of the nature and scope of any investigative consumer report requested.

Special instructions:

Due to a variety of factors, including incomplete government records and other errors by third parties, Sierra HR Partners cannot guarantee 100 percent accuracy of the results. Sierra HR Partners will, however, take all reasonable efforts to obtain complete and accurate results.