

Background Request Form

Applicant: _____ SSN: _____
Last First Middle

Aliases: _____

Address: _____
Street Address City County State Zip

Previous Address: _____

(List all previous address in the last 7 years. Use additional pages if necessary.)

Driver's License : _____
Number State

Date of Birth: _____ Phone: _____
Month / Date / Year

University/College Attended: _____
School City/State

Degree Recd: _____ Year Conferred: _____

Requested By: _____ Date: _____

I understand that in connection with the hiring process, JobSource may request Employment Check Inc, a licensed investigations agency, to conduct a background check and provide an investigative consumer report to be used for employment purposes only. The report may contain information on my character, general reputation, personal characteristics, and mode of living. Areas of the search may include but not be limited to criminal convictions, civil filings, social security number, credit worthiness, department of motor vehicle records, fictitious business filings, degree confirmation, and past employment. Upon proper notification, Employment Check Inc must make the aforementioned files available for my review.

To obtain a free copy of the report please check the box. ☐

If any adverse action is taken, with regard to my application for employment, based entirely or in part on the investigative consumer report I will be notified of that decision and provided a copy of the report and a summary of my applicable rights.

I have provided complete and truthful information to JobSource and fully understand that any misrepresentations or material omissions concerning the information provided will be grounds for denying my application, withdrawing any offer of employment, or immediate discharge.

My signature below indicates I have carefully read and understand this notice and consent to the release of a consumer report to JobSource for employment purposes either in connection with my job application, or in connection with any future decisions concerning my employment, promotion, reassignment or retention as an employee. I understand my consent remains in effect indefinitely until it has been revoked in writing.

Candidate's Signature/Consent

Date