



授 权 书



Letter of Authorization

本人姓名_____, 即文末署名者, 特此同意并授权北京太和鼎信管理顾问有限公司(以下简称“太和鼎信”), 向相关机构、个人等第三方信息提供者(以下简称“第三方信息提供者”)采集、核实或查询本人个人简历信息并将该等信息进行整理、加工后向本人拟入职企业提供, 以用于该企业对员工进行的背景信息核实; 个人简历信息包括但不限于本人的身份信息、受教育情况等个人基本信息, 在过往就职企业中的工作履历及表现、以及社会公共信息等其他个人信息, 但不包括法律、行政法规禁止采集的个人信息。

My name is _____ (undersigned), hereby agree and authorize Top Credit (Beijing) Screening Co., Ltd (hereinafter referred to as “Top Credit”), to collect, verify and check all the personal background information I have provided, and to conduct necessary inquiries with third party information provider(s) including related organization(s) and/or person(s) (hereinafter referred to as “third party information provider(s)”) as well as to organize and process the information in order to provide for my proposed new employer for use of pre-employment background check; The personal background information including but not limited to Personal Information, Education Background, Employment Background and Working Performance Appraisal as well as Public Information, etc. (Not including personal information that is prohibited by law or administrative regulations)

本人同意, 在核实过程中如有需要, 本授权书可以发送给第三方信息提供者。同时, 第三方信息提供者向太和鼎信提供上述本人信息时, 无需再取得本人的另行授权, 并免除该等第三方信息提供者在信息提供过程中可能产生的法律责任。

I hereby authorize third party information provider(s) to disclose information truthfully regarding the inquiries conducted by Top Credit. No further authorization is required. And I authorize this Letter of Authorization can be sent to third parties, the information sources, if it is needful during the process of my background check. I waive all rights of pursuing liabilities which may occur during the disclosure with any third party information provider(s).

此授权书有效期限为自签订之日起至信息核实结束日止。

This Letter is effective from the date it is signed and shall be expired when your background screening process is completed.

此授权书复印件与原件具有同等法律效力。

A photocopy of this letter should be accepted as same as the original.

本人已充分阅读、理解并完全同意本授权书的所有内容, 于下文署名确认。

I have fully read, understood and agreed all content of Letter of Authorization above and signed below for confirmation.

授权人签名:

Signature:

授权人身份证件号码 (中国大陆地区):

ID No. (Mainland China) :

授权人护照证件号码 (非中国大陆地区):

Passport No. (Non-Mainland China):

授权日期:

Date: