EMPLOYEE BACKGROUND CHECK REQUEST FOR MINORS
Disclosure & Notice Statement
Pursuant to the Fair Credit Reporting Act

In connection with your daughter/son's employment application and for other employment purposes, the Archdiocese of Seattle (the "Archdiocese") may seek background information about your daughter/son from a consumer reporting agency. This information will be in the form of consumer reports.

CONSUMER REPORTING AGENCY

There are many types of "Consumer Reporting Agencies" (CRAs). Federal regulations require that we use the term "Consumer Reporting Agency" in our background check forms, which means a third-party company that helps compile reports which organizations may use for making decisions regarding an employee's or volunteer's eligibility to serve. In this case, the Consumer Reporting Agency is our criminal background check provider.

CONSUMER REPORTS

Background check companies are considered "consumer reporting agencies," and any reports that they provide are considered "consumer reports"- whether or not they include credit reports. **Our background checks do NOT include credit reports.** "Consumer Reports" collected by the Archdiocese generally include demographic and identifying information, and public record information.

These reports may be obtained at any time after the Archdiocese receives authorization from you, including any time during the period of your employment if the Archdiocese hires you, or during any period in which you are a volunteer.

Consumer reports include information collected by a consumer reporting agency bearing on your character, general reputation and other characteristics that is expected to be used for employment purposes or for determining whether you may become a volunteer. Consumer reports may include criminal records and driving records, among other resources.

Trak-1, our background check vendor, or another consumer reporting agency, will obtain the reports for the Archdiocese. Since these reports are being obtained from a third-party Consumer Reporting Agency, the Archdiocese is complying with the requirements of the Fair Credit Reporting Act.

I acknowledge receipt of this Disclosure & Notice Statement:

_____   _____
Parent/Guardian Signature   Date

_____
Printed Name

_____   _____
Applicant/Minor Signature   Date

_____
Printed Name

EMPLOYEE BACKGROUND CHECK REQUEST FOR MINORS

All offers of employment are contingent on the satisfactory results of the applicant's background investigation

This information is for background check purposes only:

EMAIL ADDRESS*: _____

NAME: _____ _____ _____

First Name   Middle Name   Last Name

GENDER (please circle): M / F   DATE OF BIRTH: ___/___/_____ MM DD YYYY

_____   _____

HOME ADDRESS   FORMER ADDRESS

_____   _____

CITY, STATE, ZIP   CITY, STATE, ZIP

_____   _____

DRIVER'S LICENSE NUMBER   STATE ISSUED

*** Please note**: In the event that records are found, a copy of the report may be sent to the email address provided. Please do not use a communal email address or an email belonging to anyone you would not feel comfortable seeing the results.*

Authorization to Obtain Consumer Reports under the Fair Credit Reporting Act

I acknowledge that I have received and read the Fair Credit Reporting Act Background Check Disclosure and this authorization. I certify that I understand the documents I have received.

I hereby authorize Archdiocese of Seattle (the "Archdiocese") or its authorized agents, for employment purposes, to obtain or prepare consumer reports at any time after it receives this authorization, including any time that I may be employed by the Archdiocese.

I hereby authorize law enforcement agencies, public and private schools, federal, state and local agencies and courts, credit bureaus, information bureaus, current and former employers, financial institutions, licensing agencies, governmental agencies, the military, and other individuals and entities to provide any and all information that is requested by Trak-1, other consumer reporting agencies or the Archdiocese.

I certify that the information provided on this form is true and correct. I understand that any information that I provide in an employment or volunteer application or that I otherwise disclose during my employment or the period during which I am a volunteer may be used to obtain consumer reports.

_____   _____

Parent/Guardian Signature   Date

_____   _____

Printed Name   Applicant/Minor Signature