



**BOYS & GIRLS CLUBS
OF COLUMBUS**

CRIMINAL BACKGROUND CHECK CONSENT FORM

I understand that the Boys & Girls Clubs of Columbus will conduct a criminal history background check as part of the procedure for processing my employment application.

I understand that the Boys & Girls Clubs of Columbus will conduct an investigation that verifies my social security number and includes obtaining information regarding my past employment and criminal background. I understand the criminal history background check will include my counties of residence to search for criminal records.

I understand that before I am denied employment based on information obtained in the report, I will receive a copy of the report and a written description of my rights under the Fair Credit Reporting Act.

I understand if I agree with the accuracy of any information in the report, I must notify the Executive Director, within three (3) business days of receipt of the report. If I notify the Executive Director within this time, I will have a reasonable opportunity to address the information contained in the criminal history background check report.

I understand that the information contained in the criminal history background check will be available to those persons involved in making employment decisions or performing the background investigation and that this information will be used for the purpose of making employment decisions.

Volunteer: ()

Employment: ()

Site: _____

First Name: _____ Middle Name: _____

Last Name: _____

Previous Last Name/Maiden name: _____

Date of Birth: ____/____/____

Social Security Number: _____

Drivers License Number & State: _____

Permanent Address: _____

City: _____ State: _____ Zip: _____

Signature: _____

RESULTS TO BE COMPLETED BY ADMINISTRATIVE STAFF

Date of check: _____

Order ID#: _____

No results found Results found

Signature: _____ Date: _____