

AUTHORIZATION FOR BACKGROUND INVESTIGATION

I hereby authorize Cleveland Sight Center (“CSC”) (hereafter referred to as “Client”) and or its agent, including but not limited to The Pre-Check Company (hereafter referred to as “consumer reporting agency”), to investigate my background for purposes of volunteering.

I understand that the consumer reporting agency will conduct investigations to obtain information as deemed necessary for purposes of volunteering with CSC. The information obtained may include an “investigative consumer report” into the last seven (7) years of my background and beyond seven (7) years regarding my past employment, work habits,, education, criminal background (when applicable according to state and federal laws), motor vehicle history, civil records, use of illegal substances and alcohol abuse, personal characteristics, mode of living and general reputation. Pre-Check will not disclose any information regarding arrest records past (7) years or conviction records that have been expunged or sealed.

I understand that any direct or indirect contact with former employers, schools, financial institutions, landlords and public agencies may be made, and that personal interviews with my associates, friends, acquaintances, neighbors, or other persons who may have such knowledge may be held to obtain such information.

I understand that any consumer report or investigative consumer report requested will be used strictly for “volunteer/employment purposes,” as defined under §603(h) and authorized under §604(a)(3)(B) of the Fair Credit Reporting Act, 15 U.S.C. § 1981, *et seq.*, as a report to be used for the purpose of evaluation for employment, promotion, reassignment or retention as a volunteer/employee. A photographic or faxed copy of this form shall be as valid as the original.

I also understand that before an adverse action based on information obtained in the report will be taken, I will be provided a copy of the report and the document entitled, “Disclosure Regarding Consumer and/or Investigative Report.”

I understand I may request an outline of the nature and scope of the investigation if such request is made in writing within a reasonable period after the completion of the investigation. The address of The Pre-Check Company is P.O. Box 45375, Westlake, Ohio, 44145, and its toll free telephone number is (800) 268-2435.

PRE-CHECK APPLICANT RELEASE

CLIENT: Cleveland Sight Center ("CSC")

I understand that by signing my name below, that I am signing the Authorization form directing the background check as described below, and I certify that:

- I have received the Disclosure Regarding Consumer and/or Investigative Report (page 1 of 2), have read and received the Summary of Your Rights, and if a California resident/applicant, the document entitled, "A Summary of Your Rights Under the Provisions of California Civil Code §1786.22."
- I understand that my signature now and throughout this process will be binding. Additionally, notices, documents, and communications may be provided electronically and will meet the requirements set forth under Federal and/or State law, as permitted by law. I agree that a facsimile ("fax"), electronic or printout of this authorization may be accepted with the same authority as the original.
- I hereby authorize the obtaining of "consumer reports" and/or "investigative consumer reports" by **The Pre-Check Company** at any time after receipt of this authorization and throughout my volunteer time, if applicable. To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, local, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish any and all background information including an "investigative consumer report" into the last seven (7) years of my background and beyond seven (7) years regarding my past employment, work habits, , education, criminal background, motor vehicle history, , civil records, use of illegal substances and alcohol abuse, personal characteristics, mode of living and general reputation.

PLEASE FILL IN EACH BLANK SPACE:

NAME:		PHONE	
FORMER NAME:		SOCIAL SECURITY #:	
CURRENT ADDRESS:		PREVIOUS ADDRESS:	
CITY:		CITY:	
STATE:	ZIP:	STATE:	ZIP:
COUNTY:		COUNTY:	
LENGTH OF RESIDENCE:	Years:____ Months: ____	LENGTH OF RESIDENCE:	Years:____ Months:____
DRIVER'S LICENSE: STATE	DL NUMBER		
DATE OF BIRTH:			
MAY WE CONTACT YOUR CURRENT EMPLOYER?			
____ YES ____ NO ____ N/A			
In addition to authorizing the background investigation, I declare under penalty of perjury that the foregoing is true and correct, and I understand that if I am employed as a volunteer, false or incomplete statements of material fact on this authorization shall be sufficient cause for dismissal / refusal to employ as a volunteer.			

DATE _____ SIGNATURE _____

CSC is an equal opportunity employer and does not discriminate against applicants, volunteers or employees on the basis of race, color, religion, gender, gender identity, sexual orientation, marital or civil status, age, national origin, disability, or veteran status.

Client Account # Volunteer/2846

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