

# DISCLOSURE/AUTHORIZATION FORM

By this document, \_\_\_\_\_ discloses to you that a consumer report may be obtained for  
employment purposes as part of our employment background screening process and at any time during  
your employment with our company.  
Company Name

This shall authorize the procurement of a consumer report by \_\_\_\_\_ as part of the employment  
background screening process. If hired, this authorization shall remain on file and shall serve as an ongoing  
authorization for \_\_\_\_\_ to procure consumer reports at any time during my employment period.  
Company Name

I also authorize the procurement of an investigative consumer report and understand that it may contain  
information about my employment and educational background, criminal history, credit, mode of living,  
character and personal reputation. I understand that I have the right to obtain additional disclosure as to the  
nature and scope of the investigation upon written request within a reasonable period of time and to obtain a  
copy of the report upon request. This authorization, in original or copy form, shall be valid for this and any  
future reports or updates that may be requested

CA, MN, OK RESIDENTS ONLY: As part of a routine background investigation, we may request a  
consumer credit report from Fidelifacts Metropolitan New York, Inc.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

# BACKGROUND SCREENING AUTHORIZATION

I authorize all corporations, companies, former employers, supervisors, credit agencies, educational institutions, law enforcement/criminal justice agencies, city, state, county and federal courts, state motor vehicle bureaus, military services and persons to release information they may have about me to the person or company with which this authorization has been filed, or their agent, Fidelifacts/Metropolitan New York, Inc. I release all parties involved from any and all liability for damages arising from requesting, procuring or furnishing the requested information except with respect to a violation of the Fair Credit Reporting Act. I authorize Fidelifacts/Metropolitan New York Inc to receive any criminal history information pertaining to me in the files of any state or local criminal justice agency in Georgia. I authorize the National Personnel Records Center, St. Louis MO or other custodian of my military records to release to Fidelifacts/Metropolitan New York, Inc. information or photocopies of my military personnel and related records, or only the following information/records: \_\_\_\_\_

Service # \_\_\_\_\_ Branch of Service: \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
\*Name used while in school\*

\_\_\_\_\_  
Other Name(s) Used      Social Security Number      Date of Birth      Driver ID Number      State

\_\_\_\_\_  
Current Address      City or Town      State      Zip Code

\_\_\_\_\_  
Previous Address      City or Town      State      Zip Code