

**THREE LINKS CAMP - EMPLOYEE/VOLUNTEER
DISCLOSURE STATEMENT and AUTHORIZATION TO RELEASE INFORMATION**

- Background Checks are a condition of the job for **ages 18 and up**, whether as an employee or as a volunteer for Three Links Camp. **Please Print. Use the back of this form if additional space is needed.**
- As part of our hiring background and investigation, we may obtain and/or prepare an investigative consumer report prior to your employment or acceptance as a volunteer.
- Under the provisions of the Fair Credit Reporting Act (15 USC at 1681-1681u, as amended), before we can seek such reports, we must have your written permission.
- Your signature on the “Employee/Volunteer Application” form provides your consent for the Three Links Camp to conduct a check of your background based on the information you provide.
- You must also complete and sign this “Disclosure Statement and Authorization to Release Information” form so that we may request an investigative report through **IntelliCorp Records Inc.**
- These checks may include, but not be limited to, employment history, criminal history reports, and driving history records.
- You have the right, upon written request, to a complete and accurate disclosure of the nature and scope of the background investigation.
- You are also entitled to “A Summary of Your “Rights Under the Fair Credit Reporting Act” upon request.

Last Name _____ First Name _____ Middle Name _____

Current Address (Include Street, City, State, Zip Code) _____ Include Dates Lived Here and Total Number of Years _____

Other addresses lived at in the past seven years (include street, city, state and zip code) Include Dates Lived Here/Total Years Each

Date of Birth _____ Other Names Used _____ Years of Use _____
Mo/Day/Yr (Birth, Marriage, Aliases, etc.)

Social Security # _____ Driver's License # _____ State _____

I do hereby authorize verification of all information in my employment/volunteer application from all sources of employment, education, motor vehicle, financial history, criminal history, personal character, and worker's compensation records in accordance with ADA, labor and wage records, etc. or any part thereof. I authorize any duly authorized agent of **IntelliCorp Records, Inc** to obtain this information, whether the said records are public or private, and including those which may be deemed to be privileged or confidential in nature, and I release all persons from liability on account of such disclosures. Information appearing on this Authorization will be used exclusively by **IntelliCorp Records, Inc** for identification purposes and for the release of information which will be considered in determining any suitability for employment or to volunteer at the Three Links Camp.

I certify that I have made true, correct, and complete answers and statements on my employee/volunteer application, any supplements to it, and in any interview in the knowledge that they will be relied upon in considering my application for employment. I agree to provide additional information that may be requested to process my employment/volunteer application. I authorize without reservation, any party or agency contacted by **IntelliCorp Records, Inc** to furnish the above-mentioned information. This authorization is valid during the course of my employment or during my volunteer service to the extent permitted by law.

I hereby do ____ do not ____ authorize you to contact *my current employer* for Employment and Reference Verifications. (This authorizes immediate inquiries to the Human Resources Department & to any listed supervisors or references in the Employment/Reference Section of your application.)

I have the right to make a request to **IntelliCorp Records, Inc**, upon proper identification, to request the nature and substance of all information in its files on me at the time of my request, including sources of information, and the recipients of any reports on me which **IntelliCorp Records, Inc** has previously furnished within the two year period preceding my request.

I understand and agree that any omission, false statement, misleading statement, or answer made by me on my application or any supplements to it and in any interviews, will be sufficient grounds for rejection of my employment/volunteering, or any discharge thereafter.

Applicant's Signature _____ Date _____

___ CALIFORNIA, OKLAHOMA, & MINNESOTA RESIDENTS: If you reside in of one of these states and want a copy of your Consumer Report or Investigative Consumer Report, check here. This report may include character and reputation information obtained through personal interviews.