

## **DISCLOSURE STATEMENT**

### **PURSUANT TO FAIR CREDIT REPORTING ACT (FCRA)**

By this document [CLIENT NAME] discloses to you that a consumer report regarding your credit history, criminal history and other background information and/or an investigative consumer report containing information as to your character general reputation, personal characteristics and/or mode of living may be obtained from consumer reporting agencies, personal interviews or other sources in connection with your application for employment or any time during your employment (including independent contractor assignments, as applicable). The information obtained shall be used solely for the purpose of evaluating you for employment, promotion, reassignment, or retention as an employee or independent contractor.

All terms are used as defined in the FCRA, 15 U.S.C. § 1681 et seq.

**AUTHORIZATION TO PROCURE A CONSUMER REPORT OR INVESTIGATIVE CONSUMER REPORT**

I HEREBY authorize [CLIENT NAME] or those authorized by them to procure consumer reports and/or investigative consumer reports on me in connection with my application for employment or any time during my employment, which shall be used solely for the purpose of evaluating me for employment, promotion, reassignment, or retention as an employee or as an independent contractor. I understand that reports may include information about my prior employment, D.O.T. commercial driver experience as outlined in Parts 382.413, 391.23 and 391.25 of the Federal Motor Carrier Safety Regulations (FMCSRs), driving records, military record, education, credit worthiness and history, character, general reputation, criminal record, and mode of living, residency, general reputation, personal characteristics, performance, experience, reasons for termination of past employment and other qualities pertinent to my qualifications for employment.

I understand that this information may be obtained through a variety of sources, including, but not limited to, public records, educational institutions, financial institutions, credit bureaus, consumer reporting agencies, and personal interviews with my current and former employers, friends, neighbors and associates. I understand that upon written request to the Human Resources Manager, [CLIENT NAME AND ADDRESS] I will be informed whether an investigative consumer report was requested and given information as to the nature and scope of the investigation requested. I understand that upon written request to the Human Resources Manager, [CLIENT NAME], a copy of this Authorization will be provided to me.

\_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_  
Sign then Print Name:

CALIFORNIA, MINNESOTA AND OKLAHOMA RESIDENTS ONLY:  
 I wish to receive a free copy of any Consumer Report and/or Investigative Consumer Report

Identification Information:

Other Names I Have Been Known By or Worked Under (for example, birth name; names by marriage, divorce, or adoption; or other name changes, etc.): \_\_\_\_\_

Race \_\_\_\_\_ Sex \_\_\_\_\_ Date of Birth \_\_\_\_\_ Social Security Number: \_\_\_\_\_

**(Race, Sex, Date of Birth, Other Names and Social Security Number are used only for identification purposes to ensure accuracy of reports.)**

CURRENT HOME ADDRESS  
\_\_\_\_\_

CITY/STATE/ZIP  
\_\_\_\_\_

PREVIOUS ADDRESS  
\_\_\_\_\_

CITY/STATE/ZIP  
\_\_\_\_\_

**EXACT** Name on Driver's License: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_