

**DISCLOSURE AND AUTHORIZATION FOR AN INVESTIGATIVE CONSUMER REPORT**

I understand that as part of \_\_\_\_\_ procedure in processing my application for employment, \_\_\_\_\_ may obtain an investigative consumer report for employment purposes, including but not limited to reassignment, promotion, retention and rehiring. This investigation into my past qualification for employment and, if employed, future qualification for reassignment, promotion, retention and rehiring, will include procurement of an investigative consumer report under California law and will inquire into information about my creditworthiness, credit standing, credit capacity, criminal convictions, motor vehicle and other reports, character, general reputation, personal characteristics and mode of living. I understand that this information may be obtained from personal interviews with my professional and personal acquaintances. Further, I understand that you will be requesting information from various Federal, State and other agencies that maintain records concerning my past activities relating to my driving, credit, criminal, civil, education, licensing, certifications and other experiences.

The investigative consumer report will be obtained from:

SRS Investigations  
1275 4<sup>th</sup> Street #723  
Santa Rosa, CA 95404  
Toll Free: (888) 815-8333

I understand that I may receive a copy of that report if I place a check in the following box. If I check the foregoing box, I understand that a copy of the report will be sent to me within 3 business days of the time it is provided to \_\_\_\_\_. I will also be notified within 3 days if an Investigative Consumer Report is requested.

I further understand that, should any adverse action relating to employment be taken based whole or in part on information from said report, \_\_\_\_\_ will provide me in advance of any action:

- a) a copy of said report, and
- b) a copy of my rights under the Fair Credit Reporting Act

I also acknowledge that under federal law the Fair Credit Reporting Act gives me specific rights in dealing with consumer reporting agencies and that a copy of these rights is attached to this disclosure form.

Pursuant to the Investigative Consumer Reporting Agencies Act of California this is to advise you of your rights under Section 1786.22 of the California Civil Code to review the files containing any information on you at any consumer-reporting agency. You have the right, during normal business hours, on reasonable notice, to view any files on you at any such investigative consumer-reporting agency, upon the presentation of appropriate identification. You may be accompanied by one other person of your choosing while you examine the files. In addition, you are entitled to a copy of the files upon payment of a reasonable fee. You may also, by certified mail, upon proper identification, request that a copy of the files be sent to your address.

Alternatively, you have the right to request that a summary of the information in your files be provided to you by telephone, upon making a written request, providing proper identification, and paying for any toll charges for the telephone call.

By my signature below I acknowledge that I have reviewed the foregoing and that I am authorizing \_\_\_\_\_ to obtain an investigative consumer report about me in order to consider me for the above reasons.

This authorization will expire on: \_\_\_\_\_

\_\_\_\_\_  
Today's Date

\_\_\_\_\_  
Signature of applicant