

APPLICANT COMPLETE THE FOLLOWING

Release Authorization

I. In connection with my application for employment, I understand that an investigative consumer report may be requested that will include information as to my character, work habits, performance, and experience, along with reasons for termination of past employment. I understand that as directed by company policy and consistent with the job described, you may be requesting information from public and private sources about my workers' compensation injuries, driving record, court record, education, credentials, credit, and references.

II. Medical and workers' compensation information will only be requested in compliance with the Federal Americans with Disabilities Act (ADA) and/or any other applicable state laws. According to the Fair Credit Reporting Act, I am entitled to know if employment is denied because of information obtained by my prospective employer from a consumer reporting agency. If so, I will be notified and given the name and address of the agency or the source which provided the information.

III. I acknowledge that a telephonic facsimile (FAX) or photographic copy shall be as valid as the original. This release is valid for most federal, state, and county agencies, including the Minnesota Department of Labor.

IV. Minnesota applicants only. If you want a copy of the report(s) ordered, check this box []. The report(s) will be sent by the reporting agency to you at the address below.

V. I hereby authorize, without reservation, any law enforcement agency, institution, information service bureau, school, employer, reference or insurance company contacted by Hover View Investigations, P.I. License #24184, or its agent, to furnish the information described in Section I.

The following information is required by law enforcement agencies and other entities for positive identification purposes when checking public records. It is confidential, and will not be used for any other purposes. I hereby release the employer and agents, and all persons, agencies, and entities providing information or reports about me from any and all liability arising out of the request for or release of any of the abovementioned information or reports.

Please print your full name Last, First, Middle

Please print other names you have used

Home Address

City State Zip Code

Social Security Number

Date of Birth

Driver's License Number State Issuing License

Name as it appears on license

Signature Today's Date

THIS PAGE CONTAINS SENSITIVE INFORMATION. KEEP ONLY IN SECURED FILES, SEPARATE FROM PERSONNEL RECORDS!

EMPLOYER COMPLETE THE FOLLOWING

Order Form

Requester Name

Company Name

Address

City

State

Zip

Telephone

Fax

E-mail

EMPLOYER - COMPLETE THE FOLLOWING

DELIVER MY REPORTS VIA: Fax Mail Verbal

Social Security Verification

Driving Record

Motor Vehicle Registration

Workers' Compensation History

(Employer certifies that a conditional job offer has been made)

Credit (for employment purposes only)

Civil Records Municipal Superior Federal
County(s) _____

Criminal Records Municipal Superior Federal
County(s) _____

National Criminal Wants & Warrants

Bankruptcies, Tax Liens, Judgments
County(s) _____

Verifications

Employment Verification

Specify number of employers: _____

Employment References

Specify number of employers: _____

Education/Academic Verification

School/Institution: _____

Professional License

Type: _____

Military Service Verification

Corporate Records Search

UCC Filings

Fictitious Business Name Search

County(s) _____

Business Licensing

City, State: _____

State Board of Equalization

OSHA

Business Credit Report

Other: _____

Please submit copy of employment application or resume if available.