



SAN MARCOS ACADEMY

AUTHORIZATION FORM FOR CONSUMER REPORTS CRIMINAL RECORDS CHECK

In connection with your rental application, bid or solicitation for a contract, employment application, employment, promotion, reassignment or retention as an employee, consumer reports or investigative consumer reports which may contain public record information may be requested or made on you including, but not limited to consumer credit, criminal records, driving record, education, prior employer verification, employment history including all personnel files, birth records, social security number, date of birth, current and previous residences, character references, worker compensation claims and others. These reports may include experience information along with reasons for termination of past employment. Information from various Federal, State, local and other agencies which contain your past activities will be requested. A consumer report containing injury and illness records and medical information may be obtained only after a tentative offer of employment has been made.

By signing, you hereby authorize and request, San Marcos Academy, without any reservations, that any present or former employer, school, police department, financial institution, division of motor vehicles, consumer reporting agencies, and other persons or agencies having knowledge about you furnish any and all background information in their possession regarding you, in order that your qualifications may be evaluated. You further authorize ongoing procurement of the above mentioned reports at any time during your employment, contract, or tenancy. You also agree that a fax or photocopy of this authorization with your signature be accepted with the same authority as the original. You may, upon providing proper identification and paying any legally permissible fees, request that the provider(s) or any consumer or investigative consumer reports provide you with a copy of the information on you in its files at the time of your written request.

By signing below, you hereby authorize, San Marcos Academy, and its agents, officials, representatives, or assigned agencies, including officers, employees, or related personnel both individually and collectively, from any and all liability for damages of whatever kind, which may at any time result to you, your heirs, family or associates because of compliance with this authorization and request to release information. You may be contacted as indicated below. A copy of this authorization will be given to you, provided you request it in writing.

Print: Last Name First Middle Suffix (Jr., III, etc.) _____ DOB: _____
Month, Day, Year

E-Mail Address: _____

Street Address: _____

Social Security No. _____
Driver's License No. _____
Driver's License State: _____

City, State, Zip _____

Gender: M or F (circle one)

Other or Former Names (Maiden, Adoptive, etc.) _____

SIGNATURE: _____ Date: _____