

**NOTICE – BACKGROUND INVESTIGATION AUTHORIZATION**

In connection with your application and/or employment with Girl Scouts of Middle Tennessee (Employer) this notice is provided to inform you that a “consumer report” and/or “investigative consumer report”, as defined by the Fair Credit Reporting Act, may be obtained from a consumer reporting agency for employment purposes. These types of reports may include information as to your character, general reputation, personal characteristics and mode of living, whichever are applicable. The report may also contain information about you relating to criminal history, credit history, driving and/or motor vehicle records, social security verification, verification of your education or employment history or other background checks. They may involve interviews with sources such as your neighbors, friends or associates. Reports may be obtained any time after receipt of this authorization and if hired, throughout the course of your employment, as permitted by law. You have the right, upon written request made within a reasonable amount time after the receipt of this notice, to request disclosure of the nature and scope of any investigative consumer report to Confirm Choice, 4205 Hillsboro Pike, Suite 200, Nashville, TN 37215, toll free number 1-888-925-0114. For information about Confirm Choice’s privacy practices, see [www.confirmchoice.com](http://www.confirmchoice.com). The scope of this notice and authorization is not limited to the present and, if hired, will continue and allow Employer to conduct future screenings for retention, promotion or reassignment, unless revoked by you in writing. Employer also reserves the right to share such reports with a third-party for whom you will be placed to work as a representative of Employer, if applicable.

**Acknowledgement and Authorization**

By signing below you acknowledge receipt of a copy of the *A Summary of Your Rights under the Fair Reporting Act* and certify that you have read this notice and authorization as well as the summary.

You hereby authorize, without reservation, the obtaining of a “consumer report” and/or “investigative consumer report” at any time after receipt of this authorization and during the course of your employment, to the extent permitted by law. You also confirm your understanding and provide consent for this report to be shared with a third-party for whom you may be placed to work as a representative of Employer, if applicable.

**Minnesota & Oklahoma applicants or employees only:** Under state law you have a right to receive a copy of your consumer report, free of charge, if one is requested by Employer. By checking “yes”, a copy will be provided to you at the address you provide on this notice.  
I would like to receive a copy of my consumer report: ( ) Yes ( ) No

**New York applicants or employees only:** Under state law you have the right to inspect and receive a copy of any investigative consumer report requested by Employer by contacting Confirm Choice directly. You also acknowledge receipt of a copy of Article 23-A of the New York Correction Law by signing this notice.

**Washington State applicants or employees only:** Under state law you have a right to request a copy of the Washington Fair Credit Reporting Act’s disclosures to consumers (RCW 19.182.070) by contacting Confirm Choice directly.

**California, Maine applicants or employees only:** Under state law you have a right to receive a copy of your investigative consumer report and/or consumer credit report, free of charge, if one is requested by Employer. By checking “yes” a copy will be provided to you at the address you provide on this Notice.  
I would like to receive a copy of my consumer report: ( ) Yes ( ) No

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Today’s Date**

\_\_\_\_\_  
**Social Security Number\***

\_\_\_\_\_  
**Print Full Name**

\_\_\_\_\_  
**Other names you have used**

\_\_\_\_\_  
**Date of Birth\***

\_\_\_\_\_  
**Driver’s License Number & State Issued**

\_\_\_\_\_  
**Name as it appears on Driver’s License**

\_\_\_\_\_  
**Current Address**

\_\_\_\_\_  
**City State Zip**

**Previous Address 1:** \_\_\_\_\_

**Previous Address 2:** \_\_\_\_\_

\* This information will be used for employment-related background screening purposes only and no other purpose.