

SAMPLE DISCLOSURE

Sample Disclosure: As the employer or user of consumer reports, it is your responsibility to ensure compliance with all of the relevant federal, state and local laws governing this area. We strongly recommend that prior to use, you consult with an attorney.

In connection with, and duration of my employment/tenancy (including contract for services) with you, I understand that investigative background inquiries are to be made on myself including consumer, criminal, driving, workers compensation, and other reports. This information will, in whole or in part, be obtained from Background Resources, Inc. (BRI), 29W120 Butterfield Road Ste #103B, Warrenville, IL 60555, telephone 630-873-2270. These reports will include information as to my character, work habits, wage/salary, any information reported in my file, performance and experience along with reasons for termination of past employment from previous employers. Further, I understand that you will be requesting information from various federal, state and other agencies which maintain public and non-public records concerning my past activities relating to my driving, credit, criminal, workers comp, civil and other experiences as well as claims involving me in the files of insurance companies.

I authorize and consent for full release of records (either orally or in writing), without reservation to any party or agency contacted by this employer to furnish the above-mentioned information.

In the event that information from the report is utilized in whole or in part in making an adverse decision with regard to your potential employment/tenancy, we will provide you with a copy of the consumer report and a description in writing of your rights under the Federal Fair Credit Reporting Act.

DATE OF BIRTH** / /
Month Day Year

<p style="font-size: small;">Used to obtain accurate retrieval of records. The age discrimination act in the employment act of 1967 prohibits discrimination in employment based on age.</p>
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PRINT FULL NAME _____

SOCIAL SECURITY NUMBER: _____ / _____ / _____

CURRENT ADDRESS _____

CITY/STATE/ZIP _____

DRIVER'S LICENSE NUMBER: _____ STATE _____

APPLICANT'S SIGNATURE _____ DATE _____

PROSPECTIVE EMPLOYER _____

PLEASE LIST ANY OTHER PREVIOUS RESIDENCES FOR THE LAST 7 YEARS:

- | | |
|----------|----------|
| 1. _____ | 2. _____ |
| _____ | _____ |

California, Minnesota & Oklahoma Applicants Only: Please check here to have a copy of your consumer report sent directly to you. Under section 1786.22 of the California Civil Code, you have the right to request to B.R.I., upon proper identification, the nature and substance of all information in its files on you, including the sources of information, and the recipients of any reports on you which B.R.I. has previously furnished within the two-year period preceding my request. You may view the file maintained on you by B.R.I. during normal business hours. You may also obtain a copy of this file upon submitting proper identification and paying the costs of duplication services. Upon making a written request, you may receive a summary of your report via telephone.

*Date of Birth is being requested in order to obtain accurate retrieval of records.