

The Source: Personnel Information Service
3035 Kashiwa St., Suite 101 Torrance, CA 90505

Phone: 800-700-7029

E-Mail: CustomerService@thesource.bz Web: www.employment-screening.com

Employment Background Check Disclosure and Authorization

In connection with my application with the prospective (current) employer listed below (The Company), I understand that background information verifications may be conducted for the permissible purpose of Employment Screening by The Source on The Company's behalf that may include information as to your character, general reputation, personal characteristics and mode of living. I understand that these verifications may include Consumer Credit Reports specifically designed for employment purposes, criminal history, civil cases in which I have been a principal, driving records, previous employment history (including salary), educational history (including Grade Point Average), OIG (office of the Inspector General) Exclusions, SAM (System for Awards Management) Exclusions and/or Professional Licensing. I further understand that The Source may contact any current or previous employer, references, schools, government agencies or other entities for the purpose of verifying the information I have provided on my employment application.

You have the right, upon written request made within a reasonable period of time (not to exceed 30 days) after receipt of this notice, to receive a written disclosure of the nature and scope of any investigation.

If an investigative consumer report is obtained and an adverse decision is made affecting your employment, The Company will provide to you, before making the adverse decision, a copy of the investigative consumer report and a written summary of your rights under the Fair Credit Reporting Act.

- I would like a copy of my report to be provided to me by The Company
- I acknowledge receipt of the "Notice Regarding Background Investigation Pursuant to California Law" (CA applicants and employees)
- I acknowledge receipt of the Fair Chance Ordinance (San Francisco Police Code Article 49) (San Francisco City and County Applicants and Employees)

I hereby authorize any party or agency contacted by The Source on behalf of the prospective (current) employer listed below to furnish the above mentioned information. I have read this entire document, and I understand that by signing I am giving my permission to perform this background verification.

Under section 1786.22 of the California Civil Code, you may view the file maintained on you by the consumer reporting agency named above during normal business hours. You may also obtain a copy of the file upon submitting proper identification and paying the costs of duplication services, by appearing at the Consumer Reporting Agency identified above in person or by mail. You may also receive a summary of the file by telephone. The agency is required to have personnel available to explain your file to you and the agency must explain to you any coded information appearing in your file. If you appear in person, a person of your choice may accompany you, provided that this person furnishes proper identification.

Please Print Clearly!

Name _____

Current Address _____

City, State & Zip _____

The Company _____

Applicant's Signature _____

Date _____