

NORRIS PUBLIC SCHOOLS
BACKGROUND CHECK AUTHORIZATION
25211 South 68th Street
Firth, NE 68358

I understand that Norris Public Schools may request an investigative consumer report for purposes related to employment. This report may include information as to my character, reputation, personal characteristics and mode of living. The investigation may include obtaining information from public and private sources about my: criminal history, military record, employment record, volunteer experience record, driving record, workers compensation record, and credit record.

I authorize and give consent to Norris Public Schools conducting such an investigation, directly or through a third party, at time of application for fulltime, part time, or substitute employment or volunteer services and during the course of employment. I understand that I have the right to make a written request within a reasonable period of time to receive additional, detailed information about the nature and scope of this investigation.

I further authorize and give consent to any person or entity which is requested to provide information to Norris Public Schools or its agent to release and disclose to Norris Public Schools or its agent any and all information or records requested regarding me as described above. I release any person or entity which provides information or records in furtherance of this Authorization from any and all claims or liability for compliance other than for intentionally providing inaccurate or false information.

I understand that the information obtained in the investigation will be held in confidence in accordance with Norris Public Schools guidelines. Medical and workers compensation information will only be requested as part of the investigation and considered in employment decisions to the extent permitted by the Americans with Disabilities Act (ADA) and other laws. In the event the investigation is conducted by a third party at Norris Public Schools' request, and a negative employment decision is made based upon the third party's report, I will be accorded my rights under the Fair Credit Reporting Act (e.g., I will be given the contact information for the third party, advised that the third party did not make the employment decision, have a right to a copy of the report from the third party upon request and have a right to dispute the accuracy or completeness of the report).

I consent to the information set forth below and the information provided in my application or my employee file being used for identification purposes in requesting records or information related to the investigation. 1

Legal Signature of Prospective or Current Employee

Print Name

Other Legal Names Used (Including Maiden): _____

Current Address: _____

Date of Birth

Social Security Number

Today's Date

Administrative Authorization

Date

1 A copy (including photocopy or facsimile copy) of this Authorization may be used as an original.