

## FAIR CREDIT REPORTING ACT BACKGROUND CHECK DISCLOSURE

In connection with your employment application and for other employment purposes (including contract or volunteer services), The Diocese of Springfield-Cape Girardeau may seek background information about you from a Consumer Reporting Agency. This information will be in the form of both Consumer Reports and Investigative Consumer Report.

These reports may be obtained at any time after The Diocese of Springfield-Cape Girardeau receives authorization from you, including any time during the period of your employment if The Diocese of Springfield-Cape Girardeau hires you.

Consumer Reports include any written, oral, or other communication of information by a Consumer Reporting Agency bearing on your credit standing, character, general reputation, and other personal characteristics that are expected to be used for the purpose of evaluating for employment eligibility, or evaluating for promotion, reassignment, and retention as an employee (including contract or volunteer services). Consumer reports may include credit reports, criminal records, education verifications, employment history, credentials, drug testing results, and driving records, among other resources.

Investigative Consumer Reports include similar items of information as Consumer Reports (character, general reputation, personal characteristics and/or mode of living), with the characteristic that Investigative Consumer Reports are obtained through personal interviews with neighbors, friends, associates with those who are acquainted with you or who may have knowledge concerning any such items of information.

You have the right to request information from The Diocese of Springfield-Cape Girardeau about the nature and scope of any Investigative Consumer Report on you that is requested by The Diocese of Springfield-Cape Girardeau. The request must be made in writing and within a reasonable period of time after you have received this disclosure.

A summary of your rights under the federal Fair Credit Reporting Act (FCRA) is being provided to you with this disclosure.

SELECTION MANAGEMENT SYSTEMS, INC ("SMS") or another Consumer Reporting Agency, will compile and assemble the reports for The Diocese of Springfield-Cape Girardeau.

### AUTHORIZATION TO OBTAIN CONSUMER REPORTS AND INVESTIGATIVE CONSUMER REPORT UNDER THE FAIR CREDIT REPORTING ACT

I acknowledge that I have received and read the *Fair Credit Reporting Act Background Check Disclosure, A summary of Your Rights Under the Fair Credit Reporting Act*, and this authorization. I certify that I understand the documents I have received.

I hereby authorize The Diocese of Springfield-Cape Girardeau, SMS or its authorized agents, for employment purposes (including contract or volunteer services), to obtain or prepare Consumer Reports and Investigative Consumer Reports at any time after it receives this authorization, including any time that I may be employed by The Diocese of Springfield-Cape Girardeau.

I hereby authorize law enforcement agencies, public and private schools, federal, state and local agencies and courts, credit bureaus, information bureaus, current and former employers, financial institutions, licensing agencies, governmental agencies, the military, and other individuals and entities to provide any and all information that is requested by SMS, other consumer reporting agencies, or The Diocese of Springfield-Cape Girardeau.

I understand that any information that provide in an employment application or that I otherwise disclose during my employment may be used to obtain Consumer Reports and Investigative Consumer Reports.

Printed Name \_\_\_\_\_

Signature \_\_\_\_\_

8/26/2019

Date \_\_\_\_\_

Location: \_\_\_\_\_

Location City: \_\_\_\_\_

Employee: \_\_\_\_\_ or Volunteer: \_\_\_\_\_