## **BACKGROUND CHECK AUTHORIZATION FORM**

To guarantee the safety and security of our clients, employees, and business, and to confirm the information provided by you, \_\_\_\_\_ [the "Company"] will request a background check in connection with your employment application. In case you are hired or previously employed by the Company, you are allowed to request additional background information on yourself for employment purposes.

Public as well as private record sources are allowed to be used to obtain information, including personal interviews with associates, friends, and neighbors.

I understand that this background check is required if I wish to be considered for the position of [job title] at [Company Name] and that if I pass the background check, it does not guarantee employment. I also understand that I have the right to obtain a copy of my background report within a reasonable timeframe.

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I certify that the information provided on this form is accurate and complete to the best of my knowledge. I understand that any false or misleading information may disqualify me from employment or result in termination if discovered after I am hired.

I also understand that the results of the background check will be used for employment purposes only, and will be kept confidential.

[Applicant's Legal Name (print	ed)]	
Date of Birth		
Social Security Number		
Applicant's Address:		
City:	State	ZIP Code

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

## NOTARIZATION (If Applicable)

State of \_\_\_\_\_

County of \_\_\_\_\_

On this day, \_\_\_\_\_\_, before me, [notary's name]\_\_\_\_\_, a Notary Public in and for the State of \_\_\_\_\_\_, personally appeared [applicant], who proved to me based on satisfactory evidence to be the person(s) whose name(s) is/re-subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies) and that by his/her/their signature(s) on the instrument, the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

Witness my hand and official seal.

[Notary's signature]\_\_\_\_\_

[Notary's name]\_\_\_\_\_

Notary Public

{notary's commission expiration date]

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