

Request Criminal History Consumer Report

Alabama State Board of Auctioneers (Rep) _____

Name: _____
(Please Print) (First) (Middle) (Last)

Other names used and dates of use: 1. _____ Dates: _____

2. (Name) _____ Dates: _____

3. (Name) _____ Dates: _____

Social Security Number: _____ DL#: _____ State: _____

Date of birth*: _____ Place of birth: _____ (County and State, or Country)

Height*: _____ Weight*: _____ Hair color*: _____ Eye color*: _____ Gender*: _____ Race*: _____

*Used for identification only, not required.

Have you been convicted of a crime? _____ Yes _____ No If yes, give details (date, crime, location). _____

Note: Disclosure of convictions does not automatically disqualify you for employment.

List addresses, cities, states and counties of residence you have lived for the past ten years.

<u>Address</u>	<u>City</u>	<u>State</u>	<u>County</u>	<u>From</u>	<u>To</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

This is written notice that an investigative consumer report is being obtained from a consumer reporting agency (CRA) for employment purposes. Below authorizes and requests any present or former employer, school, police department, financial institution, division of motor vehicles, or other persons or agencies having personal knowledge about me to furnish bearer with any and all information in their possession regarding me, in connection with an application for employment. I give permission that a photocopy of this authorization be accepted with the same authority as the original.

Under the federal Fair Credit Reporting Act (FCRA) and other applicable state law, you have certain rights with regard to consumer reports obtained for employment purposes including, upon request, disclosure of information on you in the reporting agency's file at the time of the request, including the identification of persons who have procured a consumer report concerning you, and reasonable opportunity to respond to any information in the report that is disputed by you. The FCRA, 15 U.S.C. 1681, is designed to promote accuracy, fairness, and privacy of information in the files of every "consumer reporting agency" (CRA).

The undersigned hereby acknowledges that he/she has read or has had read to him/her the above statement and has understood it, and agrees to be bound by it.

Signature Date

Employer: By submitting this order, I expressly certify that any reports procured will be used for employment screening purposes only pursuant to FCRA Section 604(a)(3)(B); That prior to taking any adverse action, based on whole or in part upon said report, you will provide to the applicant a copy of the report and a copy of the publication, A Summary of Your Rights Under the Fair Credit Reporting Act; That said report will not be used in violation of any applicable Federal or State law or regulation including those specifically governing equal employment opportunity.

Employer Representative: _____ Date: _____
Print Name and Signature