

BACKGROUND SCREENING AUTHORIZATION

St. Annes Episcopal School: DE105623E

NOTIFICATION: An investigation will be conducted of all information provided in this two-page form. By initializing this notification, you indicate you understand the results of this investigation will be considered along with other information in making a decision regarding your suitability as a volunteer or employee and that providing inaccurate information or lack of candor may be a basis for refusal.

_____ INITIALS _____ DATE

RELEASE: I hereby authorize, without reservation, any court, information service bureau, school, employer or reference contacted by InfoRetrieval Services or their authorized agents, to furnish the information described above. I intend this to be a legally binding release which I have read and understood. I understand I may consult with an attorney before signing this two-page document.

_____/_____/_____
 Signature Date

The following information is required by courts/other entities only for positive ID purposes when checking public records. This information will be kept CONFIDENTIAL, will not be used for any other purposes, and will be securely maintained by InfoRetrieval Services ONLY.

1. PERSONAL INFORMATION

PRINTED NAME: (Last) _____ (First) _____ (Middle) _____

DOB ____ - ____ - ____ SS# ____ - ____ - ____ DL# / STATE _____ Gender: M / F
Month Day Year

CURRENT ADDRESS _____ CITY, STATE, ZIP _____

SPOUSE NAME _____ DATE MARRIAGE _____

OTHER NAMES USED (AND DATES) _____

E-MAIL ADDRESS _____ @ _____ PHONE / CELL _____

CURRENT EMPLOYER _____ WK PHONE _____

EMPLOYER ADDRESS _____ CITY / STATE _____

2. RESIDENTIAL HISTORY

List previous addresses for the past ten years.

From (Date) To (Date) Street, City, State, Zip

_____-_____-_____

_____-_____-_____

_____-_____-_____

3. COURT INFORMATION

Criminal cases / convictions DO NOT automatically disqualify you.

Have you been arrested or charged with a crime or DUI in the past 7 years? (Circle one) YES NO

Have you ever been convicted of a crime or a DUI? (Circle one) YES NO

If you have answered yes, provide information below (use back of page if more space is needed):

Date City / State Charge Disposition / Outcome

_____-_____-_____

_____-_____-_____

