

# Background Verification Disclosure

As part of the employment process, AMNServices, ("The Company"), will obtain an Investigative Consumer Report. The Investigative Consumer Report may include information regarding your character, general reputation, personal characteristics or mode of living. The following Consumer Reporting Agency will prepare the report:

ChoicePoint WorkPlace Solutions  
1000 Alderman Drive  
Alpharetta, GA 30005

## AUTHORIZATION

During the application process and at any time during the tenure of my employment with The Company, I hereby authorize ChoicePoint Services Inc., on behalf of The Company to procure an Investigative Consumer Report which I understand may include information regarding my character, general reputation, personal characteristics, or mode of living. This report may be compiled with information from credit bureaus, courts record repositories, departments of motor vehicles, past or present employers and educational institutions, governmental occupational licensing or registration entities, business or personal references, and any other source required to verify information that I have voluntarily supplied. I understand that I may request a complete and accurate disclosure of the nature and scope of the background verification, to the extent such investigation includes information bearing on my character, general reputation, personal characteristics or mode of living.

### Have you ever been convicted of a crime, other than a minor traffic violation?

*Driving under the influence is not considered a minor traffic violation.*

*Note: Exceptions due to state employment law: Conviction(s) that have been sealed, expunged, or eradicated and California Health & Safety Code §§11357 (b) & (c), 11360(c), 11364, 11365, 11550 marijuana-related convictions over 2 years old, should not be revealed.*

No  Yes

If yes, please explain:

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\_\_\_\_\_  
Print Applicant/Employee Name

\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_  
Social Security Number\*

\_\_\_\_\_  
Date of Birth\*

\_\_\_\_\_  
Driver's License Number

\_\_\_\_\_  
DL State

\*NOTE: The above information is required for identification purposes only, and is in no manner used as qualifications for employment. The Company is an Equal Opportunity Employer, and does not discriminate on the basis of Sex, Race, Religion, Age (40 and over), Handicap or National Origin.

**\*In order for this authorization to be valid, the second page of this form must be completed to include all addresses the applicant has resided in over the last seven years. In addition, the bottom of the form must be signed and dated.**

**MN & Oklahoma Residents please note:** In connection with your application for employment, your credit report will be obtained and reviewed. Under MN law, you have a right to receive a free copy of your credit report by checking the appropriate box below. Your credit report will be mailed to you by the credit bureau. Under Oklahoma law, you have the right to receive a free copy of your consumer report.

YES, I am a Minnesota resident and would like a free copy of my credit report.

YES, I am an Oklahoma resident and would like a free copy of my consumer report.

**CA Residents please note:** In connection with your application for employment, your credit report will be obtained and reviewed. Under CA law, you have a right to receive a free copy of your credit report by checking the appropriate box below. Your credit report will be mailed to you by the credit bureau. In the alternative, you may elect to receive the entire Investigative Consumer Report, which will include your credit report.

YES, I am a California resident and would like a free copy of my credit report; or

YES, I am a California resident and would like a free copy of my Investigative Consumer report.

**California Notice:**

You have the right under Section 1786.22 of the California Civil Code to contact ChoicePoint during normal business hours to obtain your file for your review. You may obtain such information as follows:

1. In person at ChoicePoint's office at the address listed above. You will need to furnish proper identification prior to receiving your file. You may have someone accompany you and should inform such person that they will also have to present reasonable identification. If you want ChoicePoint to disclose to or discuss your information with this third party, you may be required to provide a written statement granting ChoicePoint permission to do so.
2. By certified mail, if you make a written request (and provide proper identification) to have your file sent to a specified addressee.
3. By telephone, if you have previously made a written request and provided proper identification.

ChoicePoint has trained personnel to explain any information that is furnished to you and to explain any information that is coded.

List all former addresses of residence within the past 7 years, beginning with the most recent and working back: (if additional space is needed, please continue on the back of this form).

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Number & Street Address	City	State	Dates of Residence
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**Print Applicant/Employee Name**

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**Signature**

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**Date**