



**Family Violence Prevention Services, Inc.
Battered Women and Children's Shelter**

7911 Broadway / San Antonio, Texas / 78209 / Phone. (210) 930-3669 x. 1232/ FAX (210) 821-6194
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BACKGROUND CHECK REQUEST FORM



DISCLOSURE

COMPANY: *Family Violence Prevention Services, Inc.* may obtain information about you from *Redstar Backgrounds, Inc., 1846 Lockhill Selma, STE 107, SAN ANTONIO, TX 78213, 210-960-4000* and on the Internet at WWW.REDSTARBACKGROUNDS.COM, or another third-party consumer reporting agency, for employment purposes, volunteer work including without limitation, for the purpose of evaluating you for employment, volunteer work, promotion, reassignment and retention as an employee, at any time prior to or during your employment, if applicable, and without giving you any further notice. Thus, you may be the subject of a background check, also known as a "consumer report" and/or an "investigative consumer report," which may include information about your character, general reputation, personal characteristics, and/or mode of living. These reports may contain, without limitation, all or some of the following types of information about you:

- Credit History
- Address History
- Personal References
- Employment History
- Licenses
- Motor Vehicle Records
- Criminal History
- Social Security Number Verification
- Alias History
- Professional References
- Educational History
- Certifications
- Driving Records
- Civil Court Record History

Credit history will only be requested where such information is substantially related to the duties and responsibilities of the applied-for position. You have the right to know whether a consumer report has been obtained about you; and you have the right to request a copy of any report obtained by Company, a copy of "A Summary of Your Rights Under the FCRA," and a complete and accurate written disclosure of the nature and scope of any investigative consumer report obtained by Company. An investigative consumer report is information on an individual's character, general reputation, personal characteristics, or mode of living is obtained through a personal interview with an information source. The nature and scope of the most common form of investigative consumer report obtained for employment purposes is an interview with a reference, employer, coworker, supervisor, or customer.

AUTHORIZATION

I acknowledge receipt of the Background Check Disclosure and a Summary of Your Rights under the FCRA, and certify that I have read and understand both documents. I hereby authorize Company to obtain background check information, including consumer reports and investigative consumer reports, about me from [REDSTAR BACKGROUNDS INC.] or another third-party consumer reporting agency, for employment purposes, volunteer work, including without limitation, for the purpose of evaluating you for employment, promotion, reassignment and retention as an employee, at any time prior to or during my employment, if applicable, and without giving me any further notice. To this end, I hereby authorize, without reservation, any credit bureau, creditor, employer, coworker, supervisor, customer, institution, school, college, university, license or certificate granting entity, state department of motor vehicles, state department of revenue, court, governmental agency, law enforcement agency, information service bureau, insurance company, other record-keeping agency, person, administrator, organization, company, corporation, entity, and any other information source, to furnish any and all background information requested by [RED STAR BACKGROUNDS INC., 1703 Lockhill Selma, STE 107 SAN ANTONIO, TX 78213, 210-960-4000 AND WWW.REDSTARBACKGROUNDS.COM], another third-party acting on behalf of Company, and/or Company itself, and regardless of whether the requested information was received from another source. I agree that a copy of this Authorization shall be as valid as the original.

First Name	Middle Name	Last Name	Maiden / Other Names
Social Security #	Driver's License Number	State	County of Residence
Current Address	City	State	Zip
Date of Birth	Email Address		Mobile #

May your current employer be contacted? Yes No Not Currently Employed

California: Are you employed in, seeking employment in, or a resident of California? Yes No

California, Minnesota or Oklahoma: Are you employed in, seeking employment in, or a resident of one of these states? Yes No
If YES, do you wish to receive a copy of any Consumer Report of which you are the subject? Yes No N/A

Maine and New York: You have the right, upon request, to be informed of whether a consumer report about you was requested by the above-named company.

Washington: You have the right, upon written request to Employer, to get from Employer a complete and accurate disclosure of the nature and scope of the Investigative consumer report Employer ordered, if any.

Oregon: Information describing your rights under federal/Oregon law regarding consumer identify theft protection, storage and disposal of your credit information and remedies available should you suspect or find that Employer has not maintained secured records is available to you upon request.

All Other US States: Please contact Redstar Backgrounds, Inc. at the phone or address listed above to request a copy of your consumer report.

Authorization Signature _____ Date: ____ / ____ / ____

**INFORMATION FOR REDSTARBACKGROUNDS CUSTOMERS ON
ADDITIONAL STATE LAW REQUIREMENTS**

DISCLAIMER: THE DISCLOSURE AND AUTHORIZATION FORM, AND THE DISCUSSION OF STATE REQUIREMENTS BELOW, ARE NOT MEANT TO PROVIDE LEGAL ADVICE OF ANY KIND. LEGAL ADVICE SHOULD BE SOUGHT FROM YOUR ATTORNEY IN CONNECTION WITH THE USE OF THESE FORMS OR THE DETERMINATION OF STATE LAW REQUIREMENTS THAT MAY BE APPLICABLE TO YOU. REDSTAR BACKGROUNDS, INC. MAKES NO CLAIMS, PROMISES OR GUARANTEES ABOUT THE ACCURACY, COMPLETENESS, OR ADEQUACY OF THE INFORMATION CONTAINED HEREIN.

IN ADDITION TO THE PRECEDING DISCLOSURE AND AUTHORIZATION FORM NEEDED TO CONFORM WITH THE FEDERAL FAIR CREDIT REPORTING ACT, VARIOUS STATES IMPOSE ADDITIONAL DISCLOSURE OR OTHER OBLIGATIONS ON EMPLOYERS WHEN THEY OBTAIN CONSUMER REPORTS OR INVESTIGATIVE CONSUMER REPORTS ON EMPLOYEES OR APPLICANTS.

THE FOLLOWING IS A SUMMARY OF POSSIBLE STATE REQUIREMENTS.

1. WITH REGARD TO INDIVIDUALS WHO ARE OR WILL BE EMPLOYED IN CALIFORNIA, MINNESOTA, AND OKLAHOMA, you should add the following language to the end of the Authorization:

You may request a free copy of any consumer report or investigation consumer report we have obtained on you by checking the box below:

I wish to request a free copy of my consumer Report/Investigation Consumer Report

2. WITH REGARD TO INDIVIDUALS WHO ARE OR WILL BE EMPLOYED IN CALIFORNIA:

Under California Civil Code §§ 1786.16(a)(2) and 1786.22, the following additional disclosure should be provided before procuring a consumer report:

We will be obtaining a consumer report from *[name, address, and telephone number of the consumer reporting agency]*. You have the right to request from that agency, upon proper identification, the nature and substance of all information in its files on you, including the sources of information, and the recipients of any reports on you, which the agency has previously furnished within the three-year period preceding your request. You may view the file maintained on you by the agency during normal business hours. You may also obtain a copy of this file upon submitting proper identification and paying the costs of duplication services. Upon making a written request, you may receive a summary of your report via telephone.

3. WITH REGARD TO INDIVIDUALS WHO ARE OR WILL BE EMPLOYED IN NEW YORK:

Under Article 25 Section 380-g of the New York General Business Law, if an employer receives a consumer report containing criminal conviction information, the employer must provide the applicant or employee who is the subject of the report, a printed or electronic copy of Article 23-A of the New York Correction Law, which governs the employment of persons previously convicted of one or more criminal offenses.

4. WITH REGARD TO INDIVIDUALS WHO ARE OR WILL BE EMPLOYED IN WASHINGTON STATE:

Under the Washington Fair Credit Reporting Act, you have the right to ask Redstar for a written summary of your rights. If you submit a request to Employer in writing, you have the right to get from Employer a complete and accurate disclosure of the nature and scope of the investigative consumer report Employer ordered, if any. If Employer obtains information bearing on your credit worthiness, credit standing or credit capacity, it will be used to evaluate whether you would present an unacceptable risk of theft or other dishonest behavior in the job for which you are being considered.

5. WITH REGARD TO INDIVIDUALS WHO ARE OR WILL BE EMPLOYED IN OREGON:

Information describing your rights under federal and Oregon law regarding consumer identity theft protection, the storage and disposal of your credit information, and remedies available should you suspect or find that Employer has not maintained secured records is available to you upon request.

REDSTAR BACKGROUNDS, INC.
1846 LOCKHILL SELMA, STE. 107
SAN ANTONIO, TEXAS 78213
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