



Disclosure Regarding Obtaining Investigative Consumer Report (Background Check)

In accordance with the Fair Credit Reporting Act (FCRA) and applicable state law, this notice is to inform you that as part of Employnet's evaluation procedure for employment, promotion, or retention, Employnet will be obtaining and reviewing an investigative consumer report about you for employment purposes including, but not limited to, employment, reassignment, promotion, and retention. This report will not include credit-related information, such as credit history, credit score, or credit record.

This report will be obtained through an investigative consumer reporting agency, which may in turn seek information from a variety of sources such as federal, state, county, local, or private institutions, companies, or agencies. Employnet currently utilizes the services of People G2, in conducting background checks, including obtaining Investigative Consumer Reports. The contact information for that agency is as follows:

People G2
135 South State College Boulevard, Suite 200
Brea, CA 92821
Phone: 800-630-2880
Fax: 800-630-2808
<https://peopleg2.com/>

The Investigative Consumer Reports may contain information about your character, general reputation, personal characteristics, mode of living, and criminal history. Employnet may use Investigative Consumer Reports and the information they contain in making decisions concerning hiring only after a conditional offer of employment has been made to you.

If the background check discloses a criminal conviction, Employnet will perform an individualized assessment to determine if the conviction would have a direct and adverse relationship to the job offered. If, after doing the assessment, Employnet decides not to hire you, then Employnet must notify you of that preliminary decision in writing.

You will have at least five (5) business days to respond before Employnet makes a final decision. If you provide written notice that you are disputing the accuracy of the conviction history and are taking specific steps to obtain supporting evidence, then you will be given an additional five (5) business days to respond to the notice.

Employnet will consider any information you submit before making a final decision. If Employnet makes a final decision to deny you employment solely or in part because of the conviction history, Employnet will notify you in writing of the following: the final denial; any existing procedure for you to challenge the decision or request reconsideration; and that you have a right to file a complaint with the California Department of Fair Employment and Housing.

In accordance with federal and state law, please be advised that you may view the file maintained on you by the consumer reporting agency listed above. You may also obtain a copy of this file, on submitting proper identification and paying the costs of duplication services, by

appearing at the consumer reporting agency in person or by contacting the consumer reporting agency by mail; you may also receive a summary of the file by telephone. Proper identification may include a valid driver's license, social security number, military identification card, or credit cards. The agency is required to explain to you any coded information appearing in your file. If you appear in person, you may be accompanied by one other person of your choosing, provided that person furnishes proper identification. Additionally, you can request and obtain a copy of the Investigative Consumer Report that is prepared about you by checking the box at the end of this form

Attached are *A Summary of Your Rights Under the Fair Credit Reporting Act* and any applicable state notice. A copy of the Federal Trade Commission's publication, *A Summary of Your Rights Under the Fair Credit Reporting Act*, is available at the Federal Trade Commission's website, www.ftc.gov.

By signing below, I acknowledge that I have carefully read and understand the above disclosure. I further understand that any and all information contained in my job application or otherwise disclosed to Employnet by me may be utilized for the purpose of obtaining consumer reports requested by Employnet.

Signature

Date

Printed Name

Position Applied For

**ACKNOWLEDGMENT AND AUTHORIZATION
TO CONDUCT BACKGROUND CHECK**

By signing below, I authorize People G2 to conduct an employment-related background check on me and to provide the results of the background check to Employnet. Specifically, at this time, Employnet may be seeking the following records: criminal records; employment references and verification; education verification; motor vehicles records; civil court records; and information about my character, general reputation, personal characteristics, and mode of living. I also understand that in the future, a report may be sought containing information, as it relates to employment and as it is permitted by law, regarding my character, general reputation, personal characteristics, mode of living, criminal history and other related matters that may concern my eligibility for promotion, reassignment or retention as an employee.

This authorization shall be valid for this report. I understand that, under California law, Employnet must obtain a new authorization from me each time a background check report is sought during my employment, and I will be notified if such reports are requested in the future, and can request a copy of each Investigative Consumer Report about me.

By signing below, I acknowledge that I have carefully read and understand the above disclosure and authorization form and, by my signature below, consent to the release of Investigative Consumer Reports to Employnet. I further understand that any and all information contained in my job application or otherwise disclosed to Employnet by me may be utilized for the purpose of obtaining consumer reports requested by Employnet.

Signature

Date

Printed Name

Position Applied For

- By checking this box, I am indicating that I wish to receive a copy of any Investigative Consumer Report relating to me that is obtained by Employnet.

Notice Regarding Credit Checks in California: Pursuant to California Labor Code section 1024.5, an employer or prospective employer shall not use a credit report for employment purposes unless the position of the person for whom the report is sought is any of the following:

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| <ul style="list-style-type: none"><input type="checkbox"/> a managerial position;<input type="checkbox"/> a position in the state Department of Justice;<input type="checkbox"/> that of a sworn peace officer or other law enforcement position;<input type="checkbox"/> a position for which the information contained in the report is required by law to be disclosed or obtained;<input type="checkbox"/> a position that involves regular access, for any purpose other than the routine solicitation and processing of credit card applications in a retail establishment, to all of the following types of information of any one person: bank or credit card account information; social security number; date of birth;<input type="checkbox"/> a position that involves regular access to cash totaling \$10,000 or more of the employer, a customer, or client, during the workday | <ul style="list-style-type: none"><input type="checkbox"/> a position in which the person is, or would be, any of the following: a named signatory on the bank or credit card account of the employer; authorized to transfer money on behalf of the employer; authorized to enter into financial contracts on behalf of the employer;<input type="checkbox"/> a position that involves access to confidential or proprietary information. |
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Some government agencies and other information sources require the following information when checking for records. This information will not be used for any other purpose:

Social Security Number

Date of Birth

Driver's License Number State

Please provide any other names you have used or are also known as: _____

_____.

PLEASE PROVIDE ALL RESIDENTIAL ADDRESSES FOR THE PAST 7 YEARS

Current Address: _____
Street Apt. # City State Zip How long here?

Former Address: _____
Street Apt. # City State Zip How long here?

Former Address: _____
Street Apt. # City State Zip How long here?

Former Address: _____
Street Apt. # City State Zip How long here?

Former Address: _____
Street Apt. # City State Zip How long here?

Former Address: _____
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