



Fax along with your request to:

(330) 433-9181

Applicant Disclosure and Waiver

By signing this waiver, I authorize the procurement of a consumer report by Superior Employment Screening as part of the pre-employment screening process. If hired, this authorization shall remain on file and shall serve as ongoing authorization to procure consumer reports at any time during my employment period. Additionally, by signing this document, this company is disclosing to you that a consumer report, including an investigative consumer report, may be procured containing information as to:

- ◆ Your character and general reputation
- ◆ Public Record Information
- ◆ Employment Records
- ◆ Supervisory/Personal References
- ◆ Education Records
- ◆ Criminal Arrest Records
- ◆ Court Records (criminal / civil)
- ◆ Driving Records
- ◆ Credit Report
- ◆ Workers' Compensation History

This information may be obtained from Federal, State, and other agencies, companies and other organizations for employment purposes. If the company considers any information in the consumer report that directly and adversely affects you, you will be provided with a copy of the consumer report before a decision is finalized and a written summary of your rights under the Fair Credit Reporting Act.

I hereby authorize the release of any and all information to Superior Employment Screening (agent acting on behalf of my potential employer). I release any and all persons (individually and in their official capacity), institutions, corporations, and government agencies from any and all liability that may arise from researching my background for employment purposes. I further release Superior Employment Screening, its management, employees and authorized agents (individually and in their official capacity) from any and all liability that may arise from researching and reporting information related to any of the above areas of my personal history.

I understand that this research will be conducted for employment purposes only, will remain confidential between the parties involved, and may not be utilized for any other purpose.

Signature: _____ Date: _____

Name (please print): _____ SSN: _____

Address: _____ City/State: _____ Zip: _____

Present Employer Authorization

By my signature below, I further authorize Superior Employment Screening to contact my *present* employer. By signing this, I acknowledge that I have informed my supervisor/employer that I am seeking other employment and that he/she is aware that they may receive calls for an employment reference.

I understand that I do not need to give my permission to contact my current supervisor if my employment search is confidential and my present supervisor/employer has not been notified. Not providing permission will not adversely affect my consideration for employment.

Signature: _____ Date: _____

Please sign above ONLY if you are giving your permission to contact your present employer.

____ **California, Minnesota, and Oklahoma Applicants Only:** Please check here to have a copy of your consumer report sent directly to you. Minnesota and Oklahoma applicants will receive a copy directly from Superior Employment Screening. California applicants may receive a copy from either the prospective employer or Superior Employment Screening.