

**DISCLOSURE**  
**IMPORTANT -- PLEASE READ CAREFULLY BEFORE SIGNING AUTHORIZATION**  
**DISCLOSURE REGARDING BACKGROUND INVESTIGATION**

**The City of Bellevue** may obtain information about you from a consumer reporting agency (CRA) for volunteer purposes. Thus, you may be the subject of 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, and which can involve personal interviews with sources such as your neighbors, friends, or associates. These reports may contain information regarding your credit history, criminal history, social security verification, motor vehicle records (“driving records”), verification of your education or employment history, workers’ compensation, or other background checks. You have the right, upon written request made within a reasonable time after receipt of this notice, to request disclosure of the nature and scope of any investigative consumer report. Please be advised that the nature and scope of the most common form of investigative consumer report obtained with regard to applicants for employment is an investigation into your education and/or employment history conducted by **Employers Choice Online Inc., 9845 Painter Ave, Unit B, Whittier, CA 90605 (800) 424-7011**, or another outside organization. The scope of this notice and authorization is all-encompassing, however, allowing the **City of Bellevue** to obtain from any outside organization all manner of consumer reports and investigative consumer reports now and throughout the course of your employment to the extent permitted by law. As a result, you should carefully consider whether to exercise your right to request disclosure of the nature and scope of any investigative consumer report.

**This form is for informational purposes only and should be reviewed by the end-users legal counsel for compliance with any federal and/or state law.**

**ACKNOWLEDGMENT AND AUTHORIZATION**

I acknowledge receipt of the DISCLOSURE REGARDING BACKGROUND INVESTIGATION and A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT and certify that I have read and understand both of those documents. I hereby authorize the obtaining of “consumer reports” and/or “investigative consumer reports” by the Company at any time after receipt of this authorization and throughout my employment, if applicable. To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish any and all background information requested by Employers Choice Online Inc., **Employers Choice Online Inc., 9845 Painter Ave, Unit B, Whittier, CA 90605 (800) 424-7011**, another outside organization acting on behalf of the **City of Bellevue**, and/or the **City of Bellevue** itself. I agree that a facsimile (“fax”), electronic or photographic copy of this Authorization shall be as valid as the original.

Last Name	First Name	Middle Name
Alias Names		
*Social Security or Identification ID#	*Date of Birth	<i>(YEAR OF BIRTH IS VOLUNTARY)</i>
Driver's License #	State of Driver's License	
Current Address	Home Phone #	Cell Phone #
City	State	Zip
Signature	Date	

\* PROVIDING YEAR OF BIRTH IS STRICTLY VOLUNTARY. THIS INFORMATION WILL ALLOW ECO TO PROPERLY IDENTIFY YOU IN THE EVENT WE FIND ADVERSE INFORMATION DURING THE COURSE OF A BACKGROUND INVESTIGATION. YOUR INFORMATION WILL NOT BE USED AS HIRING CRITERIA.

**Background Check: Minor Parental Consent**

A minor, \_\_\_\_\_ (full name), is applying for a volunteer position with the City of Bellevue, Washington. Part of the volunteer process includes a complete background check. As the parent of the above referenced minor, I understand the purposes of these pre-volunteer checks and hereby provide my consent for the background check to be completed as part of the volunteer screening process.

Signature
Print Name
Relationship to Minor
Date

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