

# BACKGROUND INVESTIGATION AUTHORITY

I hereby authorize     The Vine Home Schooling Co-Op     or its agent, SINGLESOURCE SERVICES CORPORATION, to investigate my background to determine any and all information of concern to my record, whether same is of record or not, and I release employers and persons named in my application from all liability for any damages resulting from his/her furnishing said information.

Additionally, I hereby authorize any investigation of my personal history, including, but not limited to a credit history, driving history, educational background, military record, criminal records and I also authorize previous employers, and any references provided by me or ascertained by investigation, to release information about my performance, integrity, general character, and any other job specific information requested. I authorize the release of this information by the appropriate agencies to the investigating service. I understand this may include a workers compensation claims search after a conditional job offer has been made. I also understand I may be required to take a drug test before or during employment.

This authorization, in original or copy form, shall be valid for this and for any future reports and updates that may be requested.

### PLEASE PRINT CLEARLY

Full Name: \_\_\_\_\_ SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Other Names or SSN Used: \_\_\_\_\_

Current Street Address: \_\_\_\_\_ Apt.: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_

Driver's License#: \_\_\_\_\_ State: \_\_\_\_\_ \*DOB: \_\_\_\_/\_\_\_\_/\_\_\_\_

*\*DOB and SSN is only used for identification purposes in screening inquiries*

Best Telephone Contact #\*: (\_\_\_\_) \_\_\_\_\_ Email Address\*: \_\_\_\_\_@\_\_\_\_\_

*\*These will only be used by SingleSource if further information is required to complete your report*

### LIST ALL ADDRESSES FOR PAST 7 YEARS: ( check here if more on reverse or resume attached)

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ DATES: \_\_\_\_\_ - \_\_\_\_\_  
from \_\_\_\_\_ to \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ DATES: \_\_\_\_\_ - \_\_\_\_\_  
from \_\_\_\_\_ to \_\_\_\_\_

MAY WE CONTACT YOUR CURRENT EMPLOYER?  YES  NO

HAVE YOU EVER BEEN CONVICTED OF A CRIME?  YES  NO

*This includes but is not limited to pleas of guilty, nolo contendere, no contest, adjudication withheld, and pre-trial intervention programs. If YES show details including date, charge, county, disposition on reverse. Convictions are considered based upon the type of offense, the date, whether the circumstances are relevant to the job you seek.*

Signature: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

If you are a resident of **California, Minnesota, New York, Oklahoma** or **Washington**, you may request a copy of any "consumer report" obtained by us by indicating below:

YES – please provide report copy in accordance with applicable law- \_\_\_\_\_ (please initial)

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**For The Vine Home Schooling Co-Op Office Use ONLY**

Please log in to [www.singlesourceservices.com](http://www.singlesourceservices.com) to enter subject for screening(s).

SingleSource Services 1-800-713-3412

Client Reference: \_\_\_\_\_

Date Requested: \_\_\_\_\_