



**CONSENT TO OBTAIN INVESTIGATIVE CONSUMER REPORTS FOR EMPLOYMENT PURPOSES**

In connection with, and for the duration of, my employment (including contract for services) with you, under the provisions of the Fair Credit Reporting Act, 15 USC, Section 1681 et seq., the Americans with Disabilities Act and all applicable federal, state, local laws and authorities having jurisdiction, I understand that you may obtain a consumer report and/or an investigative consumer report which may include, but is not limited to the following:

1. My employment records, work experience and references.
2. Records concerning any driving, criminal history, credit history, civil record, workers' compensation (post-offer only) and drug testing.
3. Verification of my academic and/or professional credentials, and information and/or copies of documents from any military service records.

This information will, in whole or in part, be obtained from the consumer agency:  
The Orsus Group, 3155 West Big Beaver, Suite 150, Troy, MI 48084, telephone: 877-575-1476.

I understand that an "investigative consumer report" may include information as to my character, general reputation, personal characteristics, mode of living, work habits, job performance and experience along with reasons for termination of past employment from previous employers which may be obtained by interviews with individuals with whom I am acquainted or who may have knowledge concerning any such items of information.

I agree that a copy or facsimile of this authorization has the same effect as an original.

I hereby release and hold harmless any person, firm, or entity that discloses matters in accordance with this authorization, as well as from liability that might otherwise result from the request for use of and/or disclosure of any or all of the foregoing information.

I understand and acknowledge that under provision of the Fair Credit Reporting Act I may request, in writing, a copy of any consumer report from the consumer reporting agency that compiled the report, after I have provided proper identification.

I hereby authorize, without reservation, any party, institution, or agency contacted by The Orsus Group or this employer to obtain and prepare an investigative consumer report as set forth above, as part of its investigation of my employment application. This authorization shall remain in effect over the course of my employment. Reports may be ordered periodically during the course of my employment.

\_\_\_\_\_  
Name as it Appears on Drivers License

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**NOTICE to CALIFORNIA Applicants**

Under Section 1788.22 of the California Civil Code, you have the right to request from The Orsus Group, 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 Orsus Group has previously furnished within the two-year period preceding your request. You may view the file maintained on you by The Orsus Group 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.

If you want a copy of the report(s) ordered check this box. The report(s) will be sent by the reporting agency to your address listed below.

**NOTICE to MAINE Applicants**

Under Chapter 210 Section 1314 of Maine Revised Statutes, you have the right, upon request, to be informed within 5 business days of such request of whether or not an investigative consumer report was requested. If such report was obtained, you may contact the Consumer Reporting Agency and request a copy.

**NOTICE to NEW YORK Applicants**

Under Article 25 Section 380-c (b) (2) of the New York General Business Law, you have the right, upon written request, to be informed of whether or not an investigative consumer report was requested. Under Article 25 Section 380-g of the New York General Business Law, should a consumer report received by an employer contain criminal conviction information, the employer must provide to 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.

\_\_\_\_\_ Please Initial here to acknowledge receipt of the Article 23-A of the New York Correction Law.

## APPLICANT INFORMATION

The following information is required by law enforcement agencies and other entities for positive identification purposes when checking public records. It is confidential and will not be used for any other purposes.

<b>Name:</b>	_____	_____	_____	_____
	First	Middle	Last	Maiden or Other Names Used
<b>Address:</b>	_____	_____	_____	_____
	Street	City, State	Zip	County
If less than 7 years at current address, please list previous:				
	_____	_____	_____	_____
	Street	City, State	Zip	County
	_____	_____	_____	_____
	Street	City, State	Zip	County
	_____	_____	_____	_____
	Street	City, State	Zip	County
<b>Social Security #:</b>	_____	<b>Date of Birth:</b>	_____	
<b>Phone Number:</b>	_____		<b>E-mail Address:</b>	_____
<b>Drivers License #:</b>	_____		<b>State of Issue:</b>	_____
<b>Gender:</b>	<input type="checkbox"/> Male <input type="checkbox"/> Female			