

AUTHORIZATION TO OBTAIN CRIMINAL BACKGROUND CHECK

I hereby authorize the Archdiocese of Denver, or one of its ecclesiastically related entities, to obtain a criminal background check for the purpose of evaluating suitability for employment or volunteer services. I understand that one background check will be completed in association with a “conditional employment offer or conditional volunteer services offer” (contingent upon an acceptable background check), and that during the course of employment or volunteer services, there will be additional background checks completed to ensure compliance with the Archdiocese of Denver Code of Conduct (unless revoked by applicant in writing). This background report is one part of the overall evaluation process.

If you have resided in Colorado for less than seven years, please provide information for the state of Colorado and previous state(s) of residence for the last ten years.

Location where you are applying _____

Full Name (please print) _____

Maiden Name _____

*Date of Birth _____
month/day/year

Phone Number _____

*Social Security Number _____

Current Address _____

Any Other Name(s) Previously Used _____

Resided in Colorado How Many Years _____

If less than seven years residence in Colorado, please provide information for past residence

State _____ Address _____

State _____ Address _____

Signature _____ Date _____

*used only for background check purposes

FAIR CREDIT REPORTING ACT DISCLOSURE & AUTHORIZATION

Disclosure

As an applicant for volunteer services or for employment with the Archdiocese of Denver, or one of its ecclesiastically related entities, you are a consumer with rights under the Fair Credit Reporting Act. When any of the following circumstances exist, the Archdiocese of Denver, or one of its ecclesiastically related entities, may choose to obtain and use information contained in either a consumer report or an investigative consumer report from a consumer reporting agency about you: (1) when considering your application for volunteer services or employment, (2) when making a decision whether to offer you volunteer services or employment, (3) when deciding whether to continue your volunteer services or employment, or (4) when making other volunteer-related or employment-related decisions directly affecting you.

For explanation purposes, a “consumer reporting agency” is: a person or business which, for monetary fees, dues, or on a cooperative nonprofit basis, regularly assembles or evaluates consumer credit information or other information on consumers for the purpose of furnishing consumer reports to other, such as the Archdiocese of Denver, or one of its ecclesiastically related entities.

A “consumer report” means any written, oral or other communication of any information by a consumer reporting agency bearing on your credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living which is used or expected to be use or collected in whole or in part for the purpose of serving as a factor in establishing your eligibility for volunteer or employment purposes.

An “investigative consumer report” means a consumer report or portion thereof in which information on your character, general reputation, personal characteristics, or mode of living is obtained through personal interviews with your neighbors, friends, associates or others with whom you are acquainted or who may have knowledge concerning any such items of information.

An investigative consumer report may be requested by the organization. You may request, in writing and within a reasonable time, additional disclosures regarding the nature and scope of the investigation requested, as well as a written summary of your rights under the Fair Credit Reporting Act.

Authorization

By signing below, I, _____, hereby voluntarily authorize the Archdiocese of Denver, or one of its ecclesiastically related entities, to obtain either a consumer report or an investigative consumer report about me from a consumer reporting agency and to consider this information when making decisions regarding my volunteer services or employment at the Archdiocese of Denver, or one of its ecclesiastically related entities. I understand that I have rights under the Fair Credit Reporting Act, including the rights discussed above.

Name

Date