

# City of Austell

FOR HUMAN RESOURCES DEPARTMENT USE ONLY

Department: \_\_\_\_\_

Position: \_\_\_\_\_

## CONSENT TO OBTAIN A BACKGROUND REPORT

I understand that, as a condition of my consideration for employment with the City of Austell, or as a condition of my continued employment with the City of Austell, the City of Austell may obtain a consumer report that includes, but is not limited to, my credit history, employment and education verifications, social security verification, criminal and civil history, personal interviews, DMV records, any other public records and any other information bearing on my credit standing, credit capacity, character, general reputation, personal characteristics and trustworthiness for a role with the City of Austell.

By signing below, I voluntarily authorize the City of Austell to obtain a consumer report and/or an investigative consumer report. This authorization in original or copy form shall be valid from the date of my signature below and throughout my employment, if hired, with the City of Austell or any of its affiliated companies. According to the Fair Credit Reporting Act, I will be notified by the City of Austell if it considers denying employment because of information obtained from a consumer reporting agency. I further understand that I may request a copy of the report, and that when doing so, proper identification will be required. I understand that I will automatically receive a copy of the report if an adverse action is taken regarding the employment application, or upon request as outlined herein.

I acknowledge receipt of a copy of my rights under the Fair Credit Reporting Act.

Date of Birth	Social Security Number		
Last Name	First Name	Middle Initial	
Street Address		Apartment Number	
City	State	Zip Code	County

\_\_\_\_\_

Applicant Signature

\_\_\_\_\_

Date

