



# Criminal History Background Check Information Form

In connection with my application for employment or to serve as a volunteer with **Central Baptist Church, College Station, TX** ("Client"), I understand that a criminal history and SSN verification report will be requested by Client for employment or volunteer purposes, whichever is applicable, from Protect My Ministry, Inc., ("Protect My Ministry"), a consumer reporting agency as defined by the Fair Credit Reporting Act. These reports may include information as to my character, general reputation, personal characteristics or mode of living, whichever are applicable. They may involve interviews with sources such as my neighbors, friends or associates. The report may also contain information about me relating to my criminal history, credit history, driving and/or motor vehicle records, social security number verification, verification of education or employment history, worker's compensation (only after a conditional job offer) or other background checks. Such reports may be obtained at any time after receipt of this Disclosure and Authorization and if I am hired or serve as a volunteer, whichever is applicable, throughout the course of my employment or volunteer service, as permitted by law and unless revoked by me in writing. I understand that I have the right, upon written request made within a reasonable amount time after the receipt of this notice, to request disclosure of the nature and scope of any investigative consumer report to Protect My Ministry, Inc., 14499 N. Dale Mabry Hwy., Suite 201 South, Tampa, FL 33618 or 1-800-319-5581. For information about Protect My Ministry's privacy practices, see [www.protectmyministry.com](http://www.protectmyministry.com).

## Acknowledgement and Authorization

By signing below, I voluntarily and knowingly authorize Client or its authorized agents to obtain or prepare consumer or investigative consumer reports about me. I understand that the results of the criminal history check could contain information presumed to be expunged. I also understand that this information will be used, in part, to determine my eligibility for employment/volunteer position with Central Baptist Church. I understand that I will have an opportunity to review the criminal history as received by Central Baptist Church and that a procedure is available for clarification if I dispute the record as received.

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**Applicant Signature**

**Date**

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**Applicant Full Legal Name**

**FOR OFFICE USE ONLY:**

Date Completed: \_\_\_\_\_

Required Staff Approval?    YES    NO

HR Manager Initials: \_\_\_\_\_ Date: \_\_\_\_\_



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**Please print all information below.** This completed form will be secured in Human Resources until background check is complete. Upon completion, this form is promptly shredded. If you have any questions, please contact Central Baptist Church Human Resources.

**I am applying for: (circle one)**      Employment                      Volunteer

**If volunteering, which ministry would you join?** \_\_\_\_\_

**Full Name:** \_\_\_\_\_  
Please print                      First Name                      Middle Name                      Last Name

**Former names (if applicable):** \_\_\_\_\_

**Social Security Number:**

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**Date of Birth:**  
mo/day/year

		/			/				
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**Circle Gender:**      Male                      Female

**Circle Race:**      Black/African American                      American Indian                      Asian/Pacific Islander  
Caucasian                      Hispanic

**Driver License #:** \_\_\_\_\_

**State Issued:** \_\_\_\_\_

**Current Address:** \_\_\_\_\_  
Street Address

\_\_\_\_\_  
City    State    Zip