

**Fair Credit Reporting Act Disclosure and Authorization**

**The purpose of this form is to notify you that a consumer report will be run on you in the course of consideration for employment with Littleton Public Schools.**

As an applicant for employment or current employee of Littleton Public Schools, you are a consumer with rights under the Fair Credit Reporting Act. Under this law, the district may procure a consumer report or an investigative consumer report from a consumer reporting agency on you when (1) considering your application for employment, (2) making a decision whether to offer you employment, (3) deciding whether to continue your employment (if you are hired), or (4) making other employment decisions directly affecting you.

A "consumer" report" means any written, oral, or other communication bearing on your credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living which is used in whole or in part for the purpose of serving as a factor in establishing your eligibility for 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, or associates reported on or with others with whom you are acquainted or who may have knowledge concerning any such items of information.

In the event an investigative consumer report is prepared, you may request 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.

Should any of the information from a report be utilized in whole or in part in making an adverse decision with regard to your employment, before making the adverse decision, we will provide you with a copy of the consumer report and a summary of your rights under the Fair Credit Reporting Act.

In connection with this request, I authorize all corporations, former employers, credit agencies, educational institutions, law enforcement agencies, city, state, county and federal agencies, military services and persons to release information they may have about me to the person or company with which this form has been filed, or their agent, Background Information Services, Inc. This releases the aforesaid parties from any liability and responsibility for collecting the above information.

I authorize a consumer credit report to be run. I also authorize the release of my motor vehicle driving records maintained by law enforcement agencies, city, state, county and federal courts, or any other state or local agency, to the person or company with which this form has been filed or their agent, Background Information Services, Inc.

This releases the aforesaid parties from any liability and responsibility for collecting the above information. I understand that these files may contain negative information about my background, mode of living, character, and personal reputation. This authorization, in original or copy form, shall be valid for this and any future reports or updates that may be requested.

**Please Print**

Name: \_\_\_\_\_  
First Middle Last

Other Names on Official Documents: \_\_\_\_\_

Social Security Number \_\_\_\_\_

Date of Birth \_\_\_\_\_ Age \_\_\_\_\_

Driver's License Number \_\_\_\_\_ State of Issue \_\_\_\_\_

Address: \_\_\_\_\_  
Street Address

\_\_\_\_\_ City State Zip Code

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please list below all cities, states and counties in which you have lived in the past 10 years.

Date	City	State	County	Zip Code

Littleton Public Schools does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, disability, nor on the basis of age against persons whose age is over forty (40). Inquiries concerning any of the above should be directed to the Assistant Superintendent of Human Resources, 5776 S. Crocker St., Littleton, CO 80120-2094; phone (303) 347-3300; or to the Director, Office for Civil Rights, U.S. Department of Education, 1244 Speer Boulevard, Ste 300, Denver, CO 80204, phone (303) 844-5695.