

## Pre-Employment or Volunteer Authorization Form- working with children

The undersigned consents to have P.I.V. obtain any and all information concerning previous employment, obligations and all other matters which may be required in connection with their pre-employment or volunteer screening process. The undersigned consents to any other background check, including, but not limited to: criminal checks, credit reviews and driving records (MVR).

P.I.V. does not guarantee the accuracy of information received from various sources, which may contain errors and omissions. P.I.V. provides **NO WARRANTY AS TO THE MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE FOR ANY INFORMATION.** Original records may differ from computer entries. P.I.V. shall not be liable for any direct, indirect, incidental, or consequential damages caused by mistakes, omissions, deletions, error, or defects in any information provided by other sources.

P.I.V. shall provide a copy of the information received to the prospective employer. If the undersigned believes that any of the information provided is incorrect, the undersigned must notify P.I.V. within sixty (60) days in order to allow P.I.V. to re-verify the information and provide a copy of the notice to the prospective employer. Questions regarding the pre-employment or volunteer checks should be directed to P.I.V. at (541) 548-5306 or via fax (541)548-1677. Mailing address is Post Office Box 1913, Redmond, OR 97756.

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Sex: \_\_\_\_\_  
*Last/ First/ Middle*

List Other Names Previously Used (including maiden name): \_\_\_\_\_

Driver License/Ident. Card Number: \_\_\_\_\_ State Issued: \_\_\_\_\_

1. **Have you EVER been convicted of a sex-related crime?**.....[ ] Yes [ ] No  
If yes, please provide the state where the conviction is recorded: \_\_\_\_\_
2. **Have you EVER been convicted of a crime involving violence or threat of violence?**.....[ ] Yes [ ] No  
If yes, please provide the state where the conviction is recorded: \_\_\_\_\_
3. **Have you EVER been convicted of a crime involving drugs or alcohol?**.....[ ] Yes [ ] No  
If yes, please provide the state where the conviction is recorded: \_\_\_\_\_
4. **Have you EVER been convicted of a crime except a minor traffic?**.....[ ] Yes [ ] No  
If yes, please provide the state where the conviction is recorded: \_\_\_\_\_
5. **Have you been arrested for a crime for which there has not yet been an acquittal or dismissal?..**[ ] Yes [ ] No  
If yes, please explain: \_\_\_\_\_
6. **Please list all states that you have resided in during the last 10 years** \_\_\_\_\_

I hereby grant the company, P.I.V., permission to check civil and/or criminal records to verify any statements made on this form.

**Applicants Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Regardless of whether the applicant grants consent, P.I.V., will conduct a criminal offender record check of the applicant for the position of employment or volunteer working with or around children. Discrimination by an employer on the basis of arrest records alone may violate federal civil rights laws. The applicant may obtain further information concerning the applicant's rights by contacting the Bureau of Labor and Industries, Civil Rights Division, State Office Building, Suite 1070, Portland, OR 97232, telephone (503) 731-4075.

I acknowledge receipt of this notice:

**Applicants Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_