



MONROE CHARTER *A Classical Academy*

The following information is needed to complete a volunteer background check at Monroe Charter Academy:

*\$25 processing fee, which needs to be turned in with the completed form and a current email address. To maintain the security of your personal information you will receive an email from Beverly Perialas, (beverly.perialas@monroecharteracademy) which contains a link for you to complete the background check process. The link will allow you to enter the personal information necessary to complete the background check process. Your signature and date acknowledging the disclosure and authorization.

VOLUNTEER BACKGROUND CHECK

Personal Identifying Information – please print or type		
Last Name	First	Middle
Last Name	First	Middle
E-mail Address		

DISCLOSURE & AUTHORIZATION

DISCLOSURE - NOTICE REGARDING BACKGROUND INVESTIGATION Monroe Charter Academy may obtain information about you from a consumer reporting agency for volunteer purposes. Thus, you may be the subject of a “consumer report” and/or an “investigative consumer report. You have the right, upon written request made within a reasonable time after receipt of this notice, to request disclosure of the nature and scope of any investigative consumer report. Types of information that may be obtained include but are not limited to social security number verification, sex offender registry checks, criminal records checks, inmate records searches, motor vehicle records, and court records checks. The information contained in these consumer reports may be obtained by ESI from public record sources and will not be used to discriminate against you in violation of any law. The scope of this Disclosure and Authorization is all encompassing, allowing Monroe Charter Academy to obtain from any outside organization all manner of consumer reports and investigative consumer reports now. The ESI privacy policy may be found at www.employmentscreening.com

AUTHORIZATION AND ACKNOWLEDGMENT I acknowledge receipt of the DISCLOSURE - NOTICE REGARDING BACKGROUND INVESTIGATION and “A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT” and certify that I have read and understand both of those documents. I hereby authorize the obtaining of “consumer reports” and/or “investigative consumer reports” at any time after receipt of this authorization. To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, military branch, institution, school or university (public or private), information service bureau, past or present employer or supervisor, private business, insurance company or personal reference, and/or other persons to furnish any and all background information requested by ESI, additional third-party organizations acting on behalf of Monroe Charter Academy. I agree that a facsimile (“fax”) or photographic copy of the Authorization shall be as valid as the original. www.employmentscreening.com

Signature: _____ **Date** _____

