

**DISCLOSURE STATEMENT & AUTHORIZATION UNDER THE FAIR
CREDIT REPORTING ACT**

By this document, the Diocese of Alexandria (the “Diocese”) discloses to you that a consumer report and/or an investigative consumer report, as defined in the Fair Credit Reporting Act, regarding your criminal history and other background information, credit history, credit worthiness, credit capacity, and/or credit standing, and which may contain information as to your character, general reputation, personal characteristics, and/or mode of living, may be obtained by the Diocese. Any investigative consumer report that is obtained may involve information from personal interviews with others about you.

Any such consumer report or investigative consumer report will be obtained in connection with your application for employment or volunteer placement or in connection with your current employment with the Diocese.

The nature and scope of the information that the Diocese may request includes, but is not limited to: criminal records, including relevant court records and OFAC/FBI Terrorist Watch List; credit records; education records; employment records; social security number trace; Department of Motor Vehicles records; regulatory reporting history; address history; military records; fingerprint records; and professional licensing records.

A consumer report and/or investigative consumer report will be obtained from the following agency:

Selection.com
155 Tri-County Parkway, Suite 150
Cincinnati, OH 45246
www.selection.com

In the event that information from the consumer report and/or investigative consumer report is utilized in part or in whole in making an adverse decision with regard to your potential employment or continued employment, before making such adverse decision, the Diocese will provide you with a copy of the report and a description in writing of your rights under the Fair Credit Reporting Act.

By signing this document, I understand that I am authorizing the Diocese to obtain a consumer report and/or an investigative consumer report for one or more of the reasons described above. I understand that this authorization shall remain on file and shall serve as a continuing authorization for the Diocese to procure additional consumer reports and/or investigative consumer reports for one or more of the reasons described above at any time during my employment with the Diocese, to the maximum extent permissible by law.

This authorization shall be valid in original, faxed, or photocopied form. This authorization shall expire upon termination of employment with the Diocese.

Please sign and date this form in the spaces provided below and retain a copy for your files.

Signature

Date

Print Name Clearly