

SIERRA STAFFING, INC.

Tel: (775) 882-6464

CONSENT FOR RELEASE OF INFORMATION

Please complete this form and return it to your employer for background identification purposes.

- Print Name (as it appears on your driver's license or I.D. card):

(Last) _____ (First) _____ (Middle) _____

- Indicate any other names you have used (Maiden name, other married names, nicknames, etc.)

Print _____

- Please list all addresses you have lived in the last 7 years. Include the street number, street name, city and zip code.

Present: _____

Previous:

1. _____

2. _____

3. _____

4. _____

Social Security #: _____ Month/Day of Birth: _____

Driver's License/ID #: _____ State: _____

I certify that I have reviewed the forgoing information supplied by me and that it is true and correct to the best of my knowledge in accordance with the Privacy Act, Freedom of Information Act, and the Fair Credit Reporting Act. I expressly authorize the background company and any person associated with any Educational Institution, Past or Present Employer, Law Enforcement Agency, Court, Motor Vehicle Agency, or Credit Reporting Agency to RELEASE this information to the background agency for the purpose of being considered for employment. It may include information about a consumer's character, general reputation, personal characteristics, and mode of living. I RELEASE the Background Company and all persons from liability for furnishing the foregoing information. I also authorize that a copy of this RELEASE be valid as an original.

Check here if you would like a copy of your report

Signature: _____

Date: _____

*****APPLICANT – DO NOT WRITE BELOW THIS LINE*****

EMPLOYER USE ONLY: PLEASE COMPLETE AND SUBMIT FOR PROCESSING.

Company Name: _____ Branch: _____

Return Info To: _____ Via Fax () _____ or Email: _____

Information Requested, Please check all the searches required: Criminal Search Civil Search Social Security Trace

Credit Report Driving Report Federal Criminal Sex Offender Education Verification Employment Verification

Notice of Intent to Procure Investigative Consumer Report (Background Check)

Pursuant to the Fair Credit Reporting Act, and California Civil Code, this notice is to inform you that as part of our procedure in processing and evaluating your application for employment, we will be obtaining and reviewing an investigative consumer report for employment purposes (Background Check) concerning you.

An investigative consumer report may contain, among other relevant information permitted by law, information regarding your credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, mode of living, work habits, work performance and experience, including, where applicable, the reasons for disciplinary action in or termination of current or past employment.

Such information may be derived from personal interviews with your friends, neighbors, work associates or other acquaintances, including your professional references and former employers. The consumer report will include, to the extent permitted by law, the following items:

- | | |
|---|--|
| <input type="checkbox"/> Social Security Number Trace | <input type="checkbox"/> Employment Verification |
| <input type="checkbox"/> DMV/MVR Report | <input type="checkbox"/> Education Verification |
| <input type="checkbox"/> Criminal Court Records | <input type="checkbox"/> Professional Reference Interviews |
| <input type="checkbox"/> Civil Court Records | <input type="checkbox"/> Professional License Verification |
| <input type="checkbox"/> Credit Report | <input type="checkbox"/> Sexual Offender Index |
| <input type="checkbox"/> Other _____ | |

This report will be obtained through the following Investigative Consumer Reporting Agency:

RJI SERVICES, INC.

2219 W. Olive, # 295
Burbank, CA 91506

800.344.4754 FAX: 818.846.5977

You have the right to make a written request, within a reasonable period of time after receiving this notice, for additional disclosures as to the nature and scope of any investigation for purposes of an investigative consumer report concerning you. You are also entitled to receive a copy of the Federal Trade Commissions publication, A Summary of Your Rights under the Fair Credit Reporting Act, which we are also providing for your review.

Additional Notice to California Applicants Only

You have a right under California law to inspect files maintained on you by an investigative consumer reporting agency pursuant to any of the following procedures, during normal business hours and on reasonable notice: 1) You may personally inspect the files if you provide proper identification (e.g., valid driver's license, social security account number, military identification card, credit cards), and may receive a copy of the file for the actual cost of duplication services provided. 2) You may make a written request, by certified mail and with proper identification, as described above, for copies to be sent to a specified addressee. 3) You may make a written request, with proper identification as described above, for telephone disclosure of a summary of information contained in your files, if any toll charge is prepaid by or charged directly to you. If you are unable to provide "proper identification" through the types of cards or numbers listed above, the agency may require additional information concerning your employment and personal or family history in order to verify your identity. The agency must provide trained personnel to explain to you any information that the agency is required to furnish to you from your file. The agency also must provide you with a written explanation of any coded information contained in your files at the time inspection of your files is permitted. You are permitted by law to be accompanied by one other person of your choosing when inspecting your files. That person must furnish reasonable identification. The agency may require you to provide the agency with a written statement granting permission to the agency to discuss your file in such person's presence. The agency may by law withhold any medical information in your files from your inspection until and unless you provide written authorization to inspect the medical information. The agency also is not required by law to make available to you the sources of information in your files, although such information would be obtainable through proper discovery procedures in any court action brought under Title 1.6A of the Civil Code pertaining to Investigative Consumer Reporting Agencies. If we procure a credit report regarding you, you have the right under California law to receive a free copy directly from the credit bureau.

CONSUMER SUMMARY OF RIGHTS

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) is designed to promote accuracy, fairness, and privacy of information in the files of every "consumer reporting agency" (CRA). Most CRAs are credit bureaus that gather and sell information about you - such as if you pay your bills on time or have filed bankruptcy - to creditors, employers, landlords, and other businesses. You can find the complete text of the FCRA, 15 U.S.C. 1681-1681u, at the Federal Trade Commission's web site (<http://www.ftc.gov>). The FCRA gives you specific rights, as outlined below. You may have additional rights under state law. You may contact a state or local consumer protection agency or a state attorney general to learn those rights.

- **You must be told if information in your file has been used against you.** Anyone who uses information from a CRA to take action against you - such as denying an application for credit, insurance, or employment - must tell you, and give you the name, address, and phone number of the CRA that provided the consumer report.
- **You can find out what is in your file.** At your request, a CRA must give you the information in your file, and a list of everyone who has requested it recently. There is no charge for the report if a person has taken action against you because of information supplied by the CRA, if you request the report within 60 days of receiving notice of the action. You also are entitled to one free report every twelve months upon request if you certify that (1) you are unemployed and plan to seek employment within 60 days, (2) you are on welfare, or (3) your report is inaccurate due to fraud. Otherwise, a CRA may charge you up to eight dollars.
- **You can dispute inaccurate information with the CRA.** If you tell a CRA that your file contains inaccurate information, the CRA must investigate the items (usually within 30 days) by presenting to its information source all relevant evidence you submit, unless your dispute is frivolous. The source must review your evidence and report its findings to the CRA. (The source also must advise national CRAs - to which it has provided the data - of any error.) The CRA must give you a written report of the investigation, and a copy of your report if the investigation results in any change. If the CRA's investigation does not resolve the dispute, you may add a brief statement to your file. The CRA must normally include a summary of your statement in future reports. If an item is deleted or a dispute statement is filed, you may ask that anyone who has recently received your report be notified of the change.
- **Inaccurate information must be corrected or deleted.** A CRA must remove or correct inaccurate or unverified information from its files, usually within 30 days after you dispute it. **However, the CRA is not required to remove accurate data from your file unless it is outdated (as described below) or cannot be verified.** If your dispute results in any change to your report, the CRA cannot reinsert into your file a disputed item unless the information source verifies its accuracy and completeness. In addition, the CRA must give you a written notice telling you it has reinserted the item. The notice must include the name, address and phone number of the information source.
- **You can dispute inaccurate items with the source of the information.** If you tell anyone - such as a creditor who reports to a CRA - that you dispute an item, they may not then report the information to a CRA without including a notice of your dispute. In addition, once you've notified the source of the error in writing, it may not continue to report the information if it is, in fact, an error.
- **Outdated information may not be reported.** In most cases, a CRA may not report negative information that is more than seven years old; ten years for bankruptcies.

- **Access to your file is limited.** A CRA may provide information about you only to people with a need recognized by the FCRA - usually to consider an application with a creditor, insurer, employer, landlord, or other business.
- **Your consent is required for reports that are provided to employers, or reports that contain medical information.** A CRA may not give out information about you to your employer, or prospective employer, without your written consent. A CRA may not report medical information about you to creditors, insurers, or employers without your permission.
- **You may choose to exclude your name from CRA lists for unsolicited credit and insurance offers.** Creditors and insurers may use file information as the basis for sending you unsolicited offers of credit or insurance. Such offers must include a toll-free phone number for you to call if you want your name and address removed from future lists. If you call, you must be kept off the lists for two years. If you request, complete, and return the CRA form provided for this purpose, you must be taken off the lists indefinitely.
- **You may seek damages from violators.** If a CRA, a user or (in some cases) a provider of CRA data, violates the FCRA, you may sue them in state or federal court.

The FCRA gives several different federal agencies authority to enforce the FCRA:

FOR QUESTIONS OR CONCERNS REGARDING:	PLEASE CONTACT:
CRA's, creditors and others not listed below	Federal Trade Commission Consumer Response Center – FCRA Washington, DC 20580 # 202-326-3761
National banks, federal branches/agencies of foreign banks (word "National" or initials "N.A." appear in or after bank's name)	Office of the Comptroller of the Currency Compliance Management, Mail Stop 6-6 Washington, DC 20219 # 800-613-6743
Federal Reserve System member banks (except national banks, and federal Branches/agencies of foreign banks)	Federal Reserve Board / Division of Consumer & Community Affairs Washington, DC 20551 # 202-452-3693
Savings associations and federally chartered savings banks (word "Federal" or initials "F.S.B." appear in federal institution's name)	Office of Thrift Supervisors Consumer Programs Washington, DC 20552 # 800-842-6929
Federal credit unions (word "Federal Credit Union" appear in institution's name)	National Credit Union Administration 1775 Duke Street Alexandria, VA 22314 # 703-518-6360
State-chartered banks that are not members of the Federal Reserve System	Federal Deposit Insurance Corporation Division of Compliance & Consumer Affairs Washington, DC 20429 # 800-934-FDIC
Air, surface, or rail common carriers regulated by former Civil Aeronautics Board of Interstate Commerce Commission	Department of Transportation Office of Financial Management Washington, DC 20590 # 202-365-1306
Activities subject to the Packers and Stockyards Act, 1921	Department of Agriculture Office of Deputy Administrator-GIPSA Washington, DC 20250 # 202-720-7051