

AUTHORIZATION FORM

During the application process and at any time during the tenure of my volunteer time with **Cornell Cooperative Extension Sullivan County**, I hereby authorize Lexis Nexis Services Inc., on behalf of **Cornell Cooperative Extension Sullivan County** to procure a consumer report (known as an investigative consumer report in California) which I understand may include information regarding my credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living. This report may be compiled with information from law enforcement agencies, credit bureaus, court record repositories, departments of motor vehicles, past or present employers and educational institutions, governmental occupational licensing or registration entities, business or personal references, and any other source required to verify information that I have voluntarily supplied. I understand that I may request a complete and accurate disclosure of the nature and scope of the background verification, to the extent such investigation includes information bearing on my character, general reputation, personal characteristics or mode of living.

Applicant/Volunteer Name (please print)

Signature

Social Security Number

Date

Date of Birth

California, Minnesota & Oklahoma Residents please note: In connection with your application for employment, your consumer report may be obtained and reviewed. Under California, Minnesota and Oklahoma law, you have a right to receive a free copy of your consumer report by checking the appropriate box below.

- YES, I am a Minnesota resident and would like a free copy of my consumer report.
- YES, I am an Oklahoma resident and would like a free copy of my consumer report.
- YES, I am a California resident and would like a free copy of my investigative consumer report.

CA Residents please note: In connection with your application for employment, your credit report will be obtained and reviewed. Under CA law, if your credit report is ordered, you have a right to receive a free copy of your credit report by checking the appropriate box below. Your credit report will be mailed to you either by the relevant credit bureau or the consumer reporting agency above. In the alternative, you may elect to receive the entire investigative consumer report, which will include your credit report.

YES, I am a California resident and would like a free copy of my credit report;

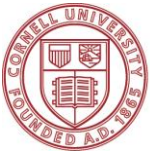
Printed Name: _____

Street Address: _____

City, State, Zip: _____

FOR OFFICE USE ONLY

Employer please note: If consumer checks "YES" regarding the credit report, and you do request a credit report, please fax this form to your Lexis Nexis service center. If consumer checks "YES" regarding the full consumer report, and consumer resides in California, you will need to provide the individual with a copy of their consumer report.



Cornell University
Cooperative Extension
Sullivan County

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BACKGROUND VERIFICATION DISCLOSURE

As part of the volunteer verification process, **Cornell Cooperative Extension Sullivan County** will obtain an investigative consumer report. The investigative consumer report may include information regarding your credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics or mode of living.

The following Consumer Reporting Agency will prepare the report:

Lexis Nexis (formally Choice Point) Services Inc.
1000 Alderman Dr.
Alpharetta, GA 30005

California Notice:

You have the right under Section 1786.22 of the California Civil Code to contact Lexis Nexis during normal business hours to obtain your file for your review. You may obtain such information as follows:

- 1. In person at Lexis Nexis's office at the address listed above. You will need to furnish proper identification prior to receiving your file. You may have someone accompany you and should inform such person that they will also have to present reasonable identification. If you want Lexis Nexis to disclose to or discuss your information with this third party, you may be required to provide a written statement granting Lexis Nexis permission to do so.*
- 2. By certified mail, if you make a written request (and provide proper identification) to have your file sent to a specified addressee.*
- 3. By telephone, if you have previously made a written request and provided proper identification. Lexis Nexis has trained personnel to explain any information that is furnished to you and to explain any information that is coded.*

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