Authorization to Obtain

Pre-Employment Background Information

Release of Information for Employment Purposes. In connection with my application for employment with Maryland Judiciary, hereafter "employer", pursuant to 15 U.S.C. §1681, *et. seq*., I hereby authorize employer and its designated agents and representatives to conduct a pre-employment background check. I understand the scope of the report will be limited to the following areas: verification of Social Security number; current and previous residences; criminal and civil history including records from any criminal justice agency in any or all federal, state, county or international jurisdictions; and motor vehicle records, including traffic citations and registration. This authorization specifically excludes the release of credit and medical information.

PLEASE TYPE OR PRINT NEATLY

Applicant Information	Used for identification purposes only	**All applicable fields are required**
Last Name	First Name	Full Middle Name or "NMN"
Date of Birth (MM/DD/YYYY)	Social Security Number	All other names/aliases previously used
Do you have a valid driver's license or a State issued identification (Yes/No)?	License/identification number	Issuing State of license/identification

Residential Address Information
Starting with your current address, please provide previous addresses for the last seven (7) years. Please provide the month and year for each. If additional space is needed, please submit an additional form.

From	Present	Street Address	City	State	Zip Code	Country
From	To	Street Address	City	State	Zip Code	Country
From	To	Street Address	City	State	Zip Code	Country
From	To	Street Address	City	State	Zip Code	Country
From	To	Street Address	City	State	Zip Code	Country
From	To	Street Address	City	State	Zip Code	Country

- I understand that I must provide my date of birth to adequately complete this screening and acknowledge that my birthdate will not affect any hiring decisions.
- I hereby release employer and its agents, officials, representatives or assigned agencies, including officers, employees or related personnel, both individually and collectively, from any and all liability for damages of whatever kind, which may at any time result to me because of compliance with this authorization.
- I authorize Maryland Judiciary to conduct this Pre-Employment Check, pursuant to the Fair Credit Report Act, 15 U.SC. §1681, et. seq. You have the right under that statute, to request, from the investigative agency performing the background check, the report they have prepared in conjunction with your application for employment. You have authorized and requested all courts and law enforcement agencies to release such information without restriction or qualification.

Applicant Signature and Date	Parental Signature (if under 18) and Date

Maryland Judiciary Use ONLY			
PIN	Position/Contractor	Department	Section/Location
Submitted	Posted	Contact	Contact Phone #

Maryland Judiciary is a drug free workplace. Maryland Judiciary is an affirmative action, equal opportunity employer and prohibits discrimination on the basis of race, sex, sexual orientation, gender identity, religion, age, color, creed, national or ethnic origin, disability, marital status, genetic information, criminal conviction, and/or military status.

Rev. 03/09/16