

CLIENT NAME: Bankers Business Management Services

CLIENT ACCOUNT NUMBER: 410709

CLIENT CONTACT: Rhonda Mosley

PHONE NUMBER: 301.565-9385

**NOTICE REGARDING BACKGROUND INVESTIGATION**

**NOTICE AND ACKNOWLEDGMENT  
(IMPORTANT – PLEASE READ CAREFULLY BEFORE SIGNING ACKNOWLEDGMENT)**

Bankers Business Management Services may obtain information about you from a consumer reporting agency for employment purposes. Thus, you may be the subject of a "consumer report" and/or an "investigative consumer report" which may include information about your character, general reputation, personal characteristics, and/or mode of living, and which can involve personal interviews with sources such as your neighbors, friends, or associates. These reports may include employment history and reference checks, criminal and civil litigation history information, motor vehicle records ("driving records"), sex offender status, credit reports, education verification, professional licensure, drug testing, Social Security Verification, and information concerning workers' compensation claims (only once a conditional offer of employment has been made). 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. Please be advised that the nature and scope of the most common form of investigative consumer report obtained with regard to applicants for employment is an investigation into your education and/or employment history conducted by Employment Screening Services, 1401 Providence Park Birmingham, AL 35242, toll-free 856.859.0143 or another outside organization. The scope of this notice and authorization is all-encompassing; however, allowing Bankers Business Management Services to obtain from any outside organization all manner of consumer reports and investigative consumer reports now and, if you are hired, throughout the course of your employment to the extent permitted by law. As a result, you should carefully consider whether to exercise your right to request disclosure of the nature and scope of any investigative consumer report.

**ACKNOWLEDGMENT AND AUTHORIZATION**

I acknowledge receipt of the 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 and, if I am hired, throughout my employment. To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish any and all background information requested by ESS, another outside organization acting on behalf of Bankers Business Management Services I agree that a facsimile ("fax"), electronic or photographic copy of this Authorization shall be as valid as the original.

<p><b>California applicants or employees only:</b> By signing below, you also acknowledge receipt of the NOTICE REGARDING BACKGROUND INVESTIGATION PURSUANT TO CALIFORNIA LAW. Please check this box if you would like to receive a copy of an investigative consumer report or consumer credit report if one is obtained by the Company at no charge whenever you have a right to receive such a copy under California law. <input type="checkbox"/></p> <p><b>Minnesota and Oklahoma applicants or employees only:</b> Please check this box if you would like to receive a copy of a consumer report if one is obtained by the Company. <input type="checkbox"/></p> <p><b>New York applicants or employees only:</b> You have the right to inspect and receive a copy of any investigative consumer report requested by Employer by contacting the consumer reporting agency identified above directly. <input type="checkbox"/></p>
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Signature of Employee or Prospective Employee

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Date

**APPLICANT INFORMATION: TO BE COMPLETED BY APPLICANT**

<b>The following is for identification purposes only to perform the background check and will not be used for any other</b>				<b>PLEASE USE BLACK INK.</b>	
Print: Last Name	First Name	Middle Initial	Social Security Number		
Date of Birth	Drivers License Number	State	Professional License Number	State	Type
Current Address:		City	State	Zip Code	
Previous Address (Past 7 Years):		City	State	Zip Code	
Alias Names (Other names I have been known by):					
Degree Obtained	Year Graduated	Name of School	City and State of School		