

Virginia Conference of The United Methodist Church

Extended Background Check Disclosure and Authorization Form

(Formerly the "Kroll" Background Check. Please read these disclosures, complete and sign the back and include your \$65 payment when you return the authorization to the Center for Clergy Excellence.)

By my signature below, I consent to preparation of background reports by a consumer reporting agency such as HireRight, Inc. ("HireRight"), and to the release of such background reports to the Virginia Conference of The United Methodist Church ("VAUMC") and its designated representatives and agents, for the purpose of assisting the VAUMC in making a determination as to my eligibility for employment (including independent contractor assignments, as applicable), promotion, retention or for other lawful employment purposes. I understand that if the Company hires me or contracts for my services, my consent will apply, and the Company may, as allowed by law, obtain additional background reports pertaining to me, without asking for my authorization again, throughout my employment or contract period, from HireRight and/or other consumer reporting agencies.

I understand that information contained in my employment or contractor application, or otherwise disclosed by me before or during my employment or contract assignment, if any, may be used for the purpose of obtaining and evaluating background reports on me. I also understand that nothing herein shall be construed as an offer of employment or contract for services.

I hereby authorize all of the following, without limitation, to disclose information about me to the consumer reporting agency and its agents: law enforcement and all other federal, state and local agencies, learning institutions (including public and private schools, colleges and universities), testing agencies, information service bureaus, credit bureaus, record/data repositories, courts (federal, state and local), motor vehicle records agencies, my past or present employers, the military, and all other individuals and sources with any information about or concerning me. The information that can be disclosed to the consumer reporting agency and its agents includes, but is not limited to, information concerning my employment and earnings history, education, credit history, motor vehicle history, criminal history, military service, professional credentials and licenses.

By my signature below, I also certify the information I provided on and in connection with this form is true, accurate and complete. I agree that this form in original, faxed, photocopied or electronic (including electronically signed) form, will be valid for any background reports that may be requested by or on behalf of the VAUMC.

HireRight, Inc. ("HireRight"), or another consumer reporting agency, will prepare or assemble the background reports for the VAUMC. HireRight is located and can be contacted by mail at 5151 California, Irvine, CA 92617, and HireRight can be contacted by phone at (800) 400-2761. Information about HireRight's privacy practices is available at www.hireright.com/Privacy-Policy.aspx.

I understand that the background report that is generated may contain information concerning my character, general reputation, personal characteristics, mode of living, and credit standing. The types of information that may be obtained include, but are not limited to: social security number verifications; address history; credit reports and history; criminal records and history; public court records; driving

records; accident history; worker's compensation claims; bankruptcy filings; educational history verifications (e.g., dates of attendance, degrees obtained); employment history verifications (e.g., dates of employment, salary information, reasons for termination, etc.); personal and professional references checks; professional licensing and certification checks; drug/alcohol testing results, and drug/alcohol history in violation of law and/or company policy; and other information bearing on my character, general reputation, personal characteristics, mode of living and credit standing.

This information may be obtained from private and public record sources, including, as appropriate: government agencies and courthouses; educational institutions; former employers; and, for investigative consumer reports, personal interviews with sources such as neighbors, friends, former employers and associates; and other information sources. If the Company should obtain information bearing on my credit worthiness, credit standing or credit capacity for reasons other than as required by law, then the Company will use such credit information to evaluate whether I would present an unacceptable risk of theft or other dishonest behavior in the job for which I am being evaluated. More information about the information's use may be obtained from the VAUMC.

Information about my rights concerning my credit report under the federal Fair Credit Reporting Act is available at: <http://www.hireright.com/PDFs/A-Summary-of-Rights-CFPB-14Nov12.pdf> or from the Consumer Financial Protection Bureau.

Applicant Signature _____ Date _____

Applicant First Name _____ Middle _____ Last _____

Current Street Address _____

City _____ State _____ ZIP _____

Email Address _____

You will receive an email invitation, at this address, from HireRight Customer Support. This is also the address where you will receive instructions on how to view and print a copy of your completed report. Please watch for the invitation and use the link provided to complete the required personal information for the expanded background checks. Contact the Center for Clergy Excellence at (804) 521-1126 if you do not receive an invitation (and you have checked your Spam or Junk folder) within seven business days of mailing this form.

Please check this box if you are a current resident of CA, ME, MA, MN, NJ, NY, OK, WA so that you may be advised of the specific state laws concerning your rights to this information.

Please check this box to indicate that you have included your payment for \$65.00, payable to the Virginia Conference and marked with your name to cover the costs of this Extended Background Check.

Mail this form and your payment to: Center for Clergy Excellence, PO Box 5606, Glen Allen VA 23058.