



**Notices About Pre-Employment Credit Reports, Investigative Consumer Reports
And Background Checks**

In connection with your application for employment with the Teller County Sheriff's Office (the "TCSO"), this will notify you that the TCSO obtains a credit agency consumer report for every applicant for the position you are seeking, who receives a job offer, to ensure each such applicant's fitness to serve as an employee of the TCSO. Attached to this Notice is a summary of your rights under applicable federal law. If the TCSO uses information from the report, in whole or in part, making an adverse decision regarding your application, you will receive a notice about the credit reporting company, confirmation that the credit reporting company is not responsible for any adverse action the TCSO takes, and that the credit reporting company is unable to provide you with specific reasons for the action, and a notice about your rights under applicable law to obtain a free copy of your credit report from the credit reporting company within sixty (60) days and your right to dispute the accuracy or completeness of any information in a consumer report.

The TCSO may also use a credit agency to do a reference check, known as an investigative consumer report, as part of the pre-employment screening process. Investigative consumer reports are reports credit agencies prepare about someone's character, general reputation, personal characteristics or mode of living that are obtained through personal interviews with such people as neighbors, friends and associates and reviewing records and public records, including but not limited to employment records, background reports, efficiency ratings, complaints, grievances, real and personal property records, criminal records and court records. This information may be obtained by contacting your previous employers and/or references you or others provide us. You have the right under the federal Fair Credit Reporting Act (FCRA) to request the additional information from any investigative consumer report, including: (1) a complete and accurate disclosure of the nature and scope of the investigation, and (2) the Federal Trade Commission's summary of consumer rights under the FCRA.

The TCSO will also use the authorization you provide as part of your application to check criminal records and driving records. If driving is part of the position you have been offered, the County will check driving records to confirm you are properly licensed for the driving that is part of your position.

If you are hired, this authorization shall remain on file and shall serve as an ongoing authorization for the TCSO to procure background and credit information at any time during your employment.

**Authorization to Obtain Credit Reports and Investigative Consumer Reports
and to Check Criminal Records and Driving Records**

Signature: _____ Date: _____

Name (please print): _____

Applicant's Street Address: _____

City/State/Zip: _____

Social Security Number: _____

Any other last names: _____

Driver's License Number: _____