

Employee, Contractor, and Volunteer Criminal Background Check Authorization Form

Entity Name: _____

As a church or church entity we value the safety of children, vulnerable adults, employees, independent contractors, volunteers, parishioners, and the people we serve. We also want to protect our human resources and property. Therefore, criminal history background checks must be conducted for all Archdiocese of Detroit Central Services, parish, and school employees, contractors, and volunteers.

Please complete this form and return it to the designated administrator for criminal background checks at the above-named entity.

First, Middle, Last Name	Date of Birth	Years residing in Michigan	
Other names known by			
Address	City	State	Zip Code
Home Phone	Cell phone		
Email address	Race		
Male ☐ Female ☐			
Position sought			

Authorization:

I understand that consumer reports and/or investigative consumer reports on my background may be made, to assess me in connection with hire, contract, volunteer assignment, promotion, reassignment, or retention. These reports may be obtained before initial hire, contract, or volunteer assignment or during my employment, contract, or volunteer assignment and may consist of a criminal history background check, driving record, education verification, employment verification, credit check, and/or personal references using the services of the Archdiocese of Detroit Department of Human Resources and/or a designated outside entity. The information received, including this form, will be kept confidential and will be used only to determine my suitability to work, contract or volunteer at the above-named entity.

I authorize the above-named entity and its designee to obtain the information and authorize without reservation, any party contacted to furnish any or all of the above-mentioned information. Further, I will allow a photocopy of this authorization to be as valid as the original for purposes conducting the necessary investigation.

In addition, I agree to abide by the policies, procedures and code of conduct that currently exist or may be amended in the future.

Signature

Date