



FORM 1-3B: Town of Chapel Hill Consumer Reports Release and Background Check Authorization

This notice is to advise you that the Town of Chapel Hill (“the Company”) may obtain information about you from a third-party consumer reporting agency for employment purposes as part of the pre-employment, or volunteer, background investigation and at any time during your employment, or time as a volunteer, as permitted by law. 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 include personal interviews with sources such as your neighbors, friends, or associates. These reports may contain employment history, or other background checks. Credit history will only be requested where such information is substantially related to the duties and responsibilities of the position for which you are applying.

Should an investigative consumer report be requested, you will have the right to request a complete and accurate disclosure of the nature and scope of the investigation requested, a copy of your report, and a written summary of your rights under the Fair Credit Reporting Act.

Please be advised that the nature and scope of the most common form of investigative consumer report is an employee history or verification. These searches will be conducted by FirstPoint Background Screening Resources, Inc., 225 Commerce Place, Greensboro, NC 27402, 877-425-4763, www.firstpointresources.com, or a neutral third party in accordance with all applicable federal and state laws.

Your signature below indicates that you have read and understand the above statements and authorize the release of the above-information and that you hereby release the Town of Chapel Hill, North Carolina, or any of its agents or representatives, and any person or entity so furnishing such information, from any and all liability of every nature and kind arising out the furnishing or inspection of such documents, records, and other information for the investigation made by the Town of Chapel Hill regarding your application for employment.

Signature: _____ Date: _____

Email: _____