

Background Request Form

(Fax to 919-324-3829 or Email to Background@Focuspi-nc.com)

_____ (Company name) pre-screens all applicants before hiring/leasing. This policy was enacted to ensure a professional working environment for our employees, as well as, for the protection of our customers/clients. Please answer the following questions below and sign and date the release on the bottom of the page.

APPLICANT NAME: (first) _____ (middle) _____ (last) _____

SOCIAL SECURITY NUMBER: _____

ALIASES: _____

ADDRESS:

Street _____ City _____ State _____ Zip _____

PREVIOUS ADDRESS: _____

(List all previous address in the last 7 years. Use additional pages if necessary.)

DRIVER'S LICENSE: (number/state) _____ / _____

DATE OF BIRTH: (month/date/year) _____ / _____ / _____

COLLEGE ATTENDED: _____ City/State _____

DEGREE REC'D: _____ YEAR CONFERRED: _____

PAST EMAIL ADDRESSES USED:(use additional pages if necessary)_____

1. HAVE YOU EVER BEEN CONVICTED OF A CRIME IN THE PAST 10 (TEN) YEARS?

____ YES ____ NO Location of Records: City _____ , State _____, Year _____

_____(If YES, please explain on a separate sheet.)

2. HAVE YOU EVER RECEIVED DEFERRED ADJUDICATION, (Where the final disposition was anything other than "DISMISSED".), FOR ANY CRIME IN THE PAST 10 (TEN) YEARS?

THIS INCLUDES ANY PRE-TRIAL DIVERSION PROGRAM. ____ YES ____ NO Location of Records: City _____ , State _____, Year _____(If YES, please explain on a separate sheet.)

3. DO YOU CURRENTLY HAVE ANY OPEN CRIMINAL CASES PENDING ____ YES ____ NO Location of Records: City _____ , State _____, Year _____(If YES, please explain on a separate sheet.)

4.HAVE YOU HAD ANY CRIMINAL CHARGES AGAINST YOU DISMISSED IN THE PAST 7 (SEVEN) YEARS? ____ YES ____ NO Location of Records: City _____ , State _____, Year _____(If YES, please explain on a separate sheet.)

I understand that in connection with the application process, _____ will request Focus Protection and Investigation, a licensed investigations agency, to conduct a background check on me(consumer report). The information provided by me will be the basis for the search of public records, which may include, but not be limited to, a search for criminal arrests/convictions, warrants, civil filings, social security number trace, past employment, bankruptcies, department of motor vehicle records, fictitious business filings, degree confirmation, articles of incorporation/limited partnership records, and drug test. I indemnify and hold harmless, _____, Focus Protection and Investigation, and

