

**Town of Greenburgh – Personnel Dept.**  
**National Background Screening Consent Form**

Candidate's **Full Legal** Name (printed): \_\_\_\_\_

SSN \_\_\_\_\_

Date of Birth \_\_\_\_\_

Contact Number \_\_\_\_\_

EMAIL: \_\_\_\_\_

Candidate's Current Physical Address (No PO Boxes, please):  
\_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

**ACKNOWLEDGEMENT AND AUTHORIZATION**

I, \_\_\_\_\_, have carefully read and understand the Disclosure regarding procurement of consumer reports provided by the Town of Greenburgh ("TOWN") and this Authorization to obtain a consumer report. A consumer report is a compilation of information that might affect your ability to participate with the TOWN. By my signature below, I hereby consent to the preparation by the National Center for Safety Initiatives (NCSI), a consumer reporting agency located at 1853 Piedmont Road Suite 100, Marietta, GA 30066; tel. #866-996-7412; [www.solutions.ncsisafe.com](http://www.solutions.ncsisafe.com), of background reports regarding me and the release of such reports to the TOWN and its designated representatives, to assist the TOWN in making a participation decision involving me at any time after receipt of this authorization and throughout my participation engagement, to the extent permitted by law.

By my signature below (including electronic), I hereby authorize, without reservation, any state or federal law enforcement agency or court, educational institution, motor vehicle record agency, credit bureau or other information service bureau or data repository, or employer to furnish any and all information regarding me to NCSI and/or the TOWN itself and authorize NCSI to provide such information to the TOWN. I further certify the information provided on and in connection with this form is true, accurate and complete. I agree that a facsimile ("fax"), electronic or photographic copy of this Authorization shall be as valid as the original.

I acknowledge receipt of a copy of the Consumer Financial Protection Bureau's "A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT."

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**DISCLOSURE REGARDING BACKGROUND INVESTIGATION**

The TOWN may obtain information about you from a third party consumer-reporting agency for participation purposes. A consumer report is a compilation of information that might affect you ability to participate with the TOWN. Thus, you may be subject of a "consumer report" which may include information about your character, general reputation, personal characteristics, and/or mode of living. These reports may contain information regarding your criminal history, social security verification, motor vehicle records ("driving records"), verification of your education or employment history (including income), or other background checks. You have the right, upon written request whether a consumer report has been run about you and to request a copy of your report. These searches will be conducted by the National Center for Safety Initiatives (NCSI); 1853 Piedmont Roads Suite 4100, Marietta, GA 30066; tel. # 866-996-7412; [www.solutions.ncsisafe.com](http://www.solutions.ncsisafe.com). To the extent permitted by law, the TOWN may obtain consumer reports from any outside organization through the course of your participation.