



DISCLOSURE NOTICE

DISCLOSURE Regarding Consumer Reports

IMPORTANT: Please Read This Page Carefully Before Signing the **ACKNOWLEDGEMENT AND AUTHORIZATION**.

The University of Vermont (“the University”) may obtain information about you from a third party consumer reporting agency for employment and/or contract for services purposes. Thus, you may be the subject of a “consumer report” regarding your credit history, criminal history, social security verification, driving history (“driving records”), verification of your education or 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 or is required by law. You have the right, upon written request made within a reasonable time, to know whether a consumer report has been provided about you, to receive disclosure of the scope of the report, and to request a copy of your report.

The third party consumer reporting agency providing the report is:

Applicant Insight, Inc., 5652 Meadowlane St., New Port Richey, FL, 34652, www.applicantinsight.com, 1-800-771-7703

The scope of this notice and authorization is all-encompassing, allowing the University to obtain from any outside organization all manner of consumer reports now and throughout the course of your employment and/or contract-for-services, to the extent permitted by law. As a result, you should carefully consider whether to exercise your right to request disclosure of the nature and scope of any consumer report.

New York applicants or employees only: You have the right to inspect and receive a copy of any consumer report requested by the University by contacting the consumer reporting agency identified above directly. You may also contact the University to request the name, address and telephone number of the nearest unit of the consumer reporting agency designated to handle inquiries, which the University shall provide within 5 days. Additionally, upon request, you will be informed whether or not a consumer report was requested by the University and the name and address of the consumer reporting agency that furnished the report. By signing below, you also acknowledge receipt of Article 23-A of the New York Correction Law.

Oregon applicants or employees only: Information describing your rights under federal and Oregon law regarding consumer identity theft protection, the storage and disposal of your credit information, and remedies available should you suspect or find that the University has not maintained secured records is available to you upon request.

Washington State applicants or employees only: You also have the right to request from the consumer reporting agency a written summary of your rights and remedies under the Washington Fair Credit Reporting Act.

New Hampshire applicants or employees subject to state driving record requests: Your authorization for the release of your driving record is limited to no more than 2 years from the date of the execution of this document. As it relates to your driving record, you have the right to revoke this authorization at any time.

Last Name _____ First _____ Middle _____

*Social Security # _____ *Date of Birth _____

**This information will be used for background screening purposes only and will not be used as hiring criteria.*

Signature _____ Date _____