

GREEN BAY AREA PUBLIC SCHOOL DISTRICT

VOLUNTEER'S DISCLOSURE & CONSENT RELEASE OF INFORMATION SCHOOL _____

Please fill out the form accurately and completely. Please type or print legibly.

VOLUNTEER NAME (Please Print): _____ **PHONE NO.** _____

I understand that I am requesting to volunteer with the Green Bay Area Public School District and am required to have a background investigation completed prior to volunteering. It is the policy of the Green Bay Area School District to obtain consumer or investigative consumer reports on prospective volunteers. Such reports are obtained in accordance with the federal Fair Credit Reporting Act and are only used in a manner, which does not violate local, state or federal equal employment opportunity laws or regulations. In order to obtain a consumer report, the following information is required.

VOLUNTEER INFORMATION (Please Print)

Volunteer Name: (First Middle Last)	Current Address: (street address)		
Other Name(s) Used: (like Maiden)	City:	State:	Zip:
2. Other Name(s) Used:	Former Address: (1)		
Social Security No:	City:	State:	Zip:
Driver's License No.:	State:	Former Address: (2)	
Date of Birth:	Place of Birth: (City, State, Country)		City:
		State:	Zip:
Have you ever been convicted <u>OR</u> do you have any charges pending? You must include traffic and local ordinance citations. You are required to include convictions that have been <u>EXPUNGED</u>. If YES, list charge(s) and year below. Add extra pages as needed.			<input type="checkbox"/> Yes <input type="checkbox"/> No <small>A "yes" answer does not automatically bar you from volunteering.</small>
Charge	Year	Charge	Year

Volunteer Instructions: Please read this disclosure and consent form carefully before signing. You will be provided with a copy of this form at any time upon request.

DISCLOSURE AND CONSENT CONCERNING REPORTS FOR VOLUNTEER PURPOSES.

You should read carefully. This consent and release has been provided to you for the Green Bay Area Public Schools to request a consumer report or investigate consumer reports in connection with your application to volunteer. Such reports will include criminal background checks.

The Volunteer acknowledges that the Green Bay Public School District may now, or at any time while volunteering verify information within the application. The verifications and/or checks may include but are not limited to: social security/address verification, local law enforcement queries, sexual offender database queries, public database queries, state criminal/civil queries, driver's license records, workers compensation records, personal references, any educational and licensing institution and to receive any criminal record information pertaining to me which may be in the files or any Federal, State or Local criminal justice agency in Wisconsin or any other state. The results of this verification will be used to determine eligibility. All results will be kept CONFIDENTIAL. The information obtained will not be provided to any parties other than to designated Green Bay Area Public School District personnel.

According to the Fair Credit Reporting Act (FCRA), if any adverse decision is made with regard to application, based entirely or in part on the information contained in a consumer report or investigative consumer report prepared by a consumer reporting agency you are entitled to receive a copy of this report upon written request, and a summary of your rights under the FCRA.

CONSENT STATEMENT

I have carefully read and understand this disclosure and consent form and by my signature consent to the release of consumer or investigative consumer reports use by the vendors selected by the Green Bay Area Public School District, as defined above in conjunction with my application to volunteer. I further understand this consent will apply during the course of my volunteer time, and that such consent will remain in effect until revoked in a written document signed by me and delivered to the Green Bay Area Public School District. In the event that I wish to refuse or revoke my consent at any time, I understand that I may do so. I further understand that any and all information contained in my this application, or otherwise disclosed to the Green Bay Area Public School District by me may be utilized for the purpose of obtaining the consumer reports or investigative consumer reports requested by the Green Bay Area Public School District and confirm that all such information is true and correct.

I, the undersigned applicant, do hereby certify that the information provided by me for the purpose to volunteer with the Green Bay Area Public School District is true and complete to the best of my knowledge. I understand that if any item is not true, that may result in my not being allowed to volunteer with the Green Bay Area Public School District or may be cause for possible dismissal. A photocopy or telephonic facsimile (Fax) of this Disclosure and Consent authorization for Release of Information shall be valid as the original.

Forms may be given to the school secretary or sent to Debbie Pelischek, HR, 200 S. Broadway, Green Bay, WI 54303 or e-mail to dapelischek@gbaps.org

VOLUNTEER'S SIGNATURE _____

DATE _____

Para información en español, visite www.consumerfinance.gov/learnmore o escribe a la Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identify theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.
- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.

- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need – usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.
- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt-out with the nationwide credit bureaus at 1-888-567-8688.
- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.consumerfinance.gov/learnmore.