



## Fair Credit Reporting Act Disclosure Notice

**Dear Applicant:**

YMCA of Columbia-Willamette wishes to obtain a consumer report on you from consumer reporting agencies including but not limited to Criminal Info Services, Inc (CIS) for employment purposes. The consumer report may include information bearing on your credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living. Information obtained in consumer reports may include criminal background information, motor vehicle driving history, prior employment, military service, credit history, and educational records. This report will be obtained for employment purposes only.

Please sign this letter below, acknowledging that you have read this disclosure and your understanding that YMCA of Columbia-Willamette will conduct a background record check and obtain a consumer report at any time prior to/or during your employment as may be applicable to you. In the event that YMCA of Columbia-Willamette considers any information in the consumer report when making an adverse employment related decision affecting you, you will be provided with information regarding the consumer reporting agency, a copy of the consumer report and a copy of your rights under the Fair Credit Reporting Act (FCRA), before the decision is finalized.

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**Employee Signature**

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**Social Security Number**

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**Date Signed**

Rev 12/99

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