

Authorization to Release Employment Information Form Sample

The **Authorization to Release Employment Information Form Sample** is a crucial document that enables employers to share an employee's job history and performance details securely. This form ensures confidentiality while facilitating background checks or verification processes. Using a standardized template simplifies obtaining consent and protects both parties involved.

Authorization to Release Employment Information

I, , hereby authorize to release my employment information to:

Recipient/Organization:

The information to be released may include:

- Dates of Employment
- Position(s) Held
- Job Performance
- Salary History
- Eligibility for Rehire
- Other:

I understand that this information will be used for the purpose of and that my consent is voluntary.

This authorization is valid for from the date of my signature.

Signature:

Date:

Employee Contact Information:

Phone:

Email: