

# Consent and Authorization Form for Employee Background Check

Use this **consent and authorization form** sample to obtain employee permission for background checks, ensuring compliance with legal requirements. This document clearly outlines the scope of checks and protects both employer and employee rights. Customize it to fit your organization's hiring policies effectively.

## Applicant/Employee Information

Full Name:

Current Address:

Date of Birth:

Social Security Number (or relevant ID):

## Consent and Authorization

I hereby authorize *[Company Name]* and its designated agents to conduct a thorough background check as part of my application for employment and/or continued employment. This investigation may include, but is not limited to, verification of education, employment history, criminal records, credit history (if applicable), reference checks, and other relevant information.

I understand that the results of this background check may affect my eligibility for employment or continued employment with the company. I acknowledge that this information will be used strictly for employment purposes and in accordance with all applicable federal, state, and local laws.

I hereby release *[Company Name]*, its agents, and any persons or entities providing information pursuant to this consent and authorization from any and all liability, claims, or demands arising out of or related to the release of such information.

## Applicant/Employee Acknowledgment and Signature

Signature:

Date:

**Note:** Please retain a copy of this completed form for your records.

**Customization:** Replace *[Company Name]* and other bracketed sections with your organization's information as needed.