



**CALDWELL MEMORIAL PRESBYTERIAN CHURCH  
BACKGROUND CHECK AUTHORIZATION**  
● Volunteers and Interns ●

**This document is to inform you that criminal records, motor vehicle reports and other background checks regarding you may be obtained as a part of determining your eligibility for internship or certain volunteer positions or to remain in certain volunteer positions with Caldwell Presbyterian Church.**

**Caldwell Memorial Presbyterian Church will not be conducting a credit check on you.** However, despite the name, the federal "Fair Credit Reporting Act" nonetheless still governs certain *criminal and other general background checks*. The Act also requires us to advise you that such inquiries may, by the nature of the data collected in records, include information as to your "character, general reputation, personal characteristics and mode of living," whichever may be applicable. If you have any questions about the scope of the background checks to be conducted or the information summarized below, please do not hesitate to let us know.

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- I authorize Caldwell Memorial Presbyterian Church to obtain one or more "consumer/investigative" reports on me (as defined by the Fair Credit Reporting Act) in connection with my desire to intern, volunteer, or continue volunteering with Caldwell Memorial Presbyterian Church. Such reports may include information regarding my criminal record, driving record, employment history and performance, or other investigative reports. Such reports shall **not** include a personal or family credit check.
  - I understand that because of the nature of how national background databases are compiled, the agencies from which reports may be sought may include criminal records search agencies, "consumer information/credit bureaus" (as defined by the Fair Credit Reporting Act), and the like. However, again, Caldwell Memorial Presbyterian Church will **not** be seeking credit history information on me from such agencies.
  - I understand that this authorization shall be valid for this **and** any future reports or updates that may be requested in connection with my interning/volunteering.
  - I release Caldwell Memorial Presbyterian Church and its officers, employees, members, trustees, elders, deacons, administrative board members and other agents, and all other persons, companies, consumer information agencies, records search firms and other entities, from any and all potential liability or claims arising from inquiries by Caldwell Memorial Presbyterian Church and its agents regarding the above background checks and/or the compilation or use of such reports regarding me.
  - I have read the information contained on this form carefully and certify that all of the information completed by me on the attached data sheet and as contained in my previous application (and any attachments to it) are true and complete to the best of my knowledge. I further understand that any omission of fact or false or misleading information provided by me in such materials may result in a determination of ineligibility to intern or volunteer for certain positions.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

**(Please return both pages to the church office: 1609 E 5<sup>th</sup> St. • Charlotte, NC 28204.)**

