

Credit Report Disclosure and Authorization Form
Claiborne Parish Police Jury
Homer, Louisiana

In processing your application for employment or, if you are offered employment, at any time during your employment, *The Claiborne Parish Police Jury* may obtain a consumer credit report for employment purposes concerning credit worthiness, credit standing, and credit capacity.

_____ Check here, if you would like to receive a free copy of your credit report.

Upon receiving the copy of your credit report, if you want to dispute the accuracy or completeness of any item in it, you may contact the consumer reporting agency, whose address and telephone number are included in the report, and request an investigation. (A summary of your rights under the Fair Credit Reporting Act is attached to this form.) If you disagree with the accuracy of any information in the report, you must notify *The Claiborne Parish Police Jury* within two days of the receipt of the report that you are challenging information in the report. *The Claiborne Parish Police Jury* will not make a final decision on your employment status until you have had a reasonable opportunity to address the information contained in the report.

Note that if you are denied employment or an adverse employment action is taken based on information obtained in the credit report, you will be notified and provided with a copy of the report as well as a written description of your rights under the Fair Credit Reporting Act.

Please read this form carefully before signing and dating it below, which will authorize *The Claiborne Parish Police Jury* to obtain a consumer credit report on you as part of the pre-employment background screening process or, if you are offered employment, for employment purposes at any time during your employment.

I consent to this investigation and hereby authorize *The Claiborne Parish Police Jury* to obtain a consumer credit report on my background for employment purposes only and acknowledge that I have been provided with a summary of my rights under the Fair Credit Reporting Act.

Name (please print): _____

Signature: _____ Date: _____