

**NOTICE REGARDING CONSUMER CREDIT REPORT PURSUANT TO MARYLAND LAW**

**Enter Client Name** (“the Company”) intends to obtain information about you from a consumer credit reporting agency for employment purposes. Thus, you can expect to be the subject of “consumer credit reports” for employment purposes. Such reports may include information about your character, general reputation, personal characteristics, and mode of living. With respect to any consumer credit report from a consumer credit reporting agency, the Company may investigate the information contained in your employment application and other credit information about you. The results of the reports obtained by the Company may be used as a factor in making employment decisions. The source of any consumer credit report will be SecureSearch, 558 Castle Pines Parkway, Castle Rock, Colorado 80108, (866) 891-1954, <https://www.securesearchpro.com>.

The Company intends to obtain a consumer credit report on you for the bona fide purpose under Maryland law specified below:

- The job for which you are applying (or if current employee, already occupy) is managerial and involves setting the direction or control of a business or a department, division, unit or agency.
- The job for which you are applying (or if current employee, already occupy) involves access to personal information, as defined in § 14-3501 of the Commercial Law Article, of a customer, employee or employer, except for personal information customarily provided in a retail transaction.
- The job for which you are applying (or if current employee, already occupy) involves a fiduciary responsibility to the employer, including the authority to issue payments, collect debts, transfer money or enter into contracts.
- The job for which you are applying (or if current employee, already occupy) would entitle you to an expense account or a corporate debit or credit card.
- The job for which you are applying (or if current employee, already occupy) involves access to trade secrets or other confidential business information. Trade secrets include information about a formula, pattern, compilation, program, device, method, technique or process that: (1) derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from the disclosure or use of the information; and (2) is the subject of efforts that are reasonable under the circumstances to maintain its secrecy.

**Applicant/Employee: Please sign and date this form below to acknowledge that you received and understood it and to provide consent for the Company to obtain information about you from a consumer credit reporting agency.**

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_