

[PLEASE NOTE: THIS IS A SAMPLE TEMPLATE DISCLOSURE/AUTHORIZATION PROCESS ONLY, AND IT SHOULD NOT BE CONSTRUED AS LEGAL ADVICE. YOU SHOULD CONSULT WITH COUNSEL TO CONFIRM THAT YOUR DISCLOSURE AND AUTHORIZATION PROCESS COMPLIES WITH APPLICABLE FEDERAL, STATE, AND LOCAL LAWS.]

NOTICE REGARDING CONSUMER CREDIT REPORT PURSUANT TO OREGON 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 a substantially job-related reason, specifically:

- An essential function of the job requires access to financial information not customarily required in a retail transaction other than a loan or extension of credit (*i.e.*, beyond check information, credit card numbers or debit card numbers).
- The employer is required to obtain credit history information as a condition of bonding or insuring the employee.
- Another substantially job-related reason described below:

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 _____