

**DISCLOSURE AND ACKNOWLEDGEMENT
CONCERNING CONSUMER REPORT OBTAINED
FOR EMPLOYMENT PURPOSES**

For Use if Consumer is a California Resident

In connection with your application for employment with Adelphi University ("Company"), the Company will obtain a consumer report or an investigative consumer report on you, as defined in the California Consumer Credit Reporting Agencies Act, Cal. Civ. Code §1785.1 *et seq.*, and the California Investigative Consumer Reporting Agencies Act, Cal. Civ. Code §1786 *et seq.* An "investigative consumer report" includes information as to your character, general reputation, personal characteristics, and mode of living.

The report will be provided by CARCO Group, Inc., P.O. Box 9600, Smithtown, New York 11787, a consumer reporting agency; telephone number 1-800-645-4556.

The requested investigation on you will cover your criminal background, prior addresses, social security, and education verification.

California law requires that you check the following box to indicate your desire to receive a copy of the report.

Please forward to my attention at the following address a copy of the report.

Street: _____
City, State, Zip: _____

Information You May Request If An Investigative Consumer Report Is Obtained
(Summary of Cal. Civ. Code § 1786.22)

If the Company obtains an investigative consumer report on you, you may inspect or obtain a copy of your file and certain other information that is maintained by CARCO. In addition to making your file available for your inspection, CARCO will identify the recipients of any investigative consumer report on you that CARCO has furnished for employment, insurance, or any other purpose within the three-year period preceding your request, and the dates, original payees, and amounts of any checks or charges upon which any adverse characterization of you that may be included in your file is based.

During normal business hours and on reasonable notice, CARCO will make your file and other information available to you as follows:

- (1) In person, if you appear in person and furnish proper identification. A copy of your file will also be available to you for a fee not to exceed the costs of duplication.
- (2) By certified mail, if you make a written request, with proper identification, for copies to be sent to a specified addressee but, in complying with such a request, CARCO will not be liable for disclosures to third parties that may be caused by mishandling of mail after such mailings leave CARCO.
- (3) CARCO will provide a summary of all information contained in your file which CARCO is required to provide to you, by telephone, if, with proper identification, you have made a written request for

telephone disclosure, and you have prepaid, or had charged directly to you, any toll charge for the telephone call.

“Proper identification” as used above means that information generally deemed sufficient to identify a person, including documents such as a valid driver’s license, social security account number, military identification card, and credit cards. You may be accompanied by one other person of your choosing who shall furnish reasonable identification. CARCO may require you to furnish a written statement granting CARCO permission to discuss your file in such person’s presence.

CARCO will provide trained personnel to explain to you any information CARCO provides to you, and will provide a written explanation of any coded information contained in your files.

Consent and Acknowledgement

By signing the Fair Credit Reporting Act Consumer Disclosure and General Authorization of Report for Employment Purposes, I have authorized the Company to obtain a consumer report, or an investigative consumer report, on me.

This is to confirm that I have read, and hereby acknowledge receipt of, the information set forth above concerning my rights under the laws of California.

Applicant’s Signature

Today’s Date

Applicant’s Name Printed