

Use the Tab key to
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reverse the order.
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**DISCLOSURE TO APPLICANTS ABOUT
REQUESTS FOR RECORDS**

We will request consumer reports about you in order to evaluate your qualifications for the position for which you have applied. Depending on the job for which you have applied, we will request any or all of the following reports:

- Driving records
- Criminal records
- Credit reports
- Court records concerning bankruptcies, lawsuits, and judgments
- Education records
- Employment records

Please be aware that we may base our decision whether to hire you on the information contained in the reports. If we decide not to hire you because of information contained in a report, we will tell you; and we will provide you with the name, address, and telephone number of the agency from which we obtained the report.

If you have any questions, please call: