

**OAK HILL CHRISTIAN SERVICE CAMP  
Volunteer Screening Release & Authorization**

1. I hereby affirm that the information provided in this application (and accompanying resume, if any) is true and complete to the best of my knowledge. I also agree that falsified information or significant omissions may disqualify me and may be considered sufficient justification for dismissal if discovered at a later date. When I responded to questions on this application, I continued on a separate sheet of paper and attached it to this application when I required more space to fully answer all questions.
2. I understand that an investigative report may be generated on me that may include information as to my character, work habits, performance and experience, along with reasons for termination of past employment, financial/credit history. Criminal history records from any criminal justice agency in any or all-federal, state, city and county jurisdictions. Included as well but not limited to State Department of Motor Vehicle/Drivers' License Records to include traffic citations and registration. As well as Military National Personnel Record Center, Educational institutions including but not limited to transcripts or any individual, company, firm, corporation, present and/or past employers, public agencies (including the Social Security Administration and the Immigration & Naturalization Service). I fully give my consent to and understand that OAK HILL CHRISTIAN SERVICE CAMP and /or their agent Gall & Gall Company, Inc. may be requesting information from public and private sources about any of the information noted earlier in this paragraph.
3. If applicable all medical and workers' compensation information will be requested in compliance with all Federal and State laws including the Americans with Disabilities Act (ADA). According to the Fair Credit Reporting Act (FCRA), I am entitled to know if the considerations for which I am applying are denied because of information obtained from a consumer-reporting agency. If so, I will be notified and be given the name of the agency providing that report.
4. I agree that a photocopy or telephonic facsimile of this authorization shall be valid as the original. This release is valid for most federal, state and county agencies including the Minnesota Department of Labor.
5. Minnesota, Oklahoma, and New York applicants only:  Please check this box if you want a copy of the consumer report if one is obtained by OAK HILL CHRISTIAN SERVICE CAMP.
6. California applicants only: By signing below, you acknowledge receipt of the "Notice Regarding Background Investigation Pursuant to California Law."  Please check this box if you would like to receive a copy of the investigative consumer report or consumer credit report if one is obtained by OAK HILL CHRISTIAN SERVICE CAMP at no charge whenever you have the right to receive such a copy under California law.
7. I hereby authorize, without reservation, any one contacted by OAK HILL CHRISTIAN SERVICE CAMP and /or their agent Gall & Gall Company, Inc., to furnish the information described in Section 1.

FAIR CREDIT REPORTING ACT NOTICE: In accordance with the Fair Credit Reporting Act, this information may only be used to verify a statement(s) made by an individual in conjunction with legitimate business needs. The depth of information available varies from state to state. Status of updates is available on request. Although every effort has been made to assure accuracy. Gall & Gall Company, Inc.'s policy requires purchasers of these reports to have signed a Service Agreement and maintain original release forms of the applicant for those numbers of years to comply with the F.C.R.A. This assures Gall & Gall Company, Inc. that users are familiar with and will abide by their obligations, as stated in the FCRA, to the individuals named in these reports. Gall & Gall Company, Inc., 8555 N. Dixie Drive, Dayton, Ohio 45414, 937-264-4900 or 1-800-759-4255

**PLEASE PRINT LEGIBLY!**

Week(s) of Camp You Are Working: \_\_\_\_\_

The following information is required by law enforcement agencies for positive identification purposes when checking public records. It is confidential and will not be used for any other purposes.

Applicant's Full Name: \_\_\_\_\_  
Please do not use initials                      First Name    Middle Name    Last Name

Other names used \_\_\_\_\_

Current Address: \_\_\_\_\_

Previous Address: \_\_\_\_\_  
(if at current address less than 2 years)

Social Security Number: \_\_\_\_\_ Driver's License Number/Issuing State: \_\_\_\_\_

Name as it appears on license: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_ Evening Phone Number: \_\_\_\_\_

Have you ever been convicted of, plead guilty, or "no contest" to a crime that has or has not been expunged or removed from your record?  
 Yes     No    **If yes, please explain:** (make sure to include the city/state/county and the year the crime occurred for each conviction.)

Do you have any recent traffic violations that might still be on your record (this will not prevent you from working at camp but may show up as a possible criminal record during the screening process)?     Yes     No

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Submit form by mail to: Oak Hill Christian Service Camp c/o Michelle Mende 6326 Draperfield Road Mechanicsville, VA 23111	Submit form by fax to: Michelle Mende (804) 545-5771 If submitting by fax, please call Michelle first at (804) 545-5785. Submit form by e-mail to mende88@yahoo.com.
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**This form must be received at least 5 business days prior to the week of camp you are planning to work to insure that the screening is completed prior to working at camp. If you have any questions about the screening process, please contact Michelle Mende at (804) 569-3991.**