



APPLICANT'S AUTHORIZATION FOR RELEASE OF INFORMATION

**Catholic Social Services
EMPLOYMENT/VOLUNTEER**

I hereby authorize **Catholic Social Services** and its designated agents and representatives to conduct a search of my background causing an investigative report to be generated for employment purposes relating to employment/volunteering with **Catholic Social Services**. I understand that the scope of the investigative report may include the following areas:

- verification of social security number;
- criminal history records from any criminal justice agency in any or all federal, state, county jurisdictions;
- state Sex Offender records

I further understand that if this employment/volunteer position involves finances, that a pre-employment credit check may also be requested.

I further authorize public agencies to divulge pertinent information about me to **Catholic Social Services** or its agents with regard to the areas listed above.

I hereby release Catholic Social Services, the Social Security Administration, and its agents, officials, representatives, or assigned agencies, including officers, employees, or related personnel both individually and collectively, from any and all liability for damages of whatever kind, which may, at any time, result to me because of compliance with this authorization and request to release. You may contact me as indicated below.

(PLEASE PRINT CAREFULLY AND LEGIBLY)

Applicant Signature:

Applicant Full Name (Printed):

Date_____

Maiden or Other Name:

Date of Birth

Social Security #

Address:

City

State_

Zip Code

Please list all other cities and states in which you have resided in the past 7 years:

City, State:

City, State:

City, State:

City, State:

City, State:

City, State:

Program / Department working for / volunteering with: Select Program

Employee **Intern** **Volunteer** **Other**



PERMISSION TO PERFORM BACKGROUND CHECK(S)

Volunteers are not required to pay for background checks, however because of the cost of background checks (\$22-\$75) and the volume of checks we perform, you have the option to make a charitable donation to CSS to help offset the cost. The volunteer manager will perform a background check once you have submitted this application packet. Depending on which program you are volunteering in, this may include:

State of Alaska Court Records **(mandatory for all programs - free)**
National Sex Offender Database **(mandatory for all programs - free)**
Pinnacle Background Check (required for most programs - \$23)
Fingerprinting & Alaska Background Check Unit (required for some programs \$50)

CSS to pay for background check

(or)

I would like to make a monetary donation to CSS to offset the cost of my background check in the amount

of: (this donation is tax deductible).

Check

Cash

Credit Card *Secure credit card donations can be made online by visiting cssalaska.org*

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- I understand that I do not have to agree to this background check, but that refusal to do so may exclude me from consideration for some types of volunteer work.
 - I understand that information collected during this background check will be limited to that appropriate to determining my suitability for particular types of volunteer work and that all such information collected during the check will be kept confidential.
 - I hereby also extend my permission to those individuals or

Name: _____

Date

CSS Program: Please Select:

Please submit all four pages of volunteer application:

via email: gclark-ross@cssalaska.org

via fax: 258-1091

via mail: 3710 East 20th Ave. Anchorage, AK 99508