

**PLEASE PROVIDE ALL ADDRESSES WHERE YOU HAVE LIVED
FOR THE PAST SEVEN YEARS INCLUDING ZIP CODES**

CURRENT:

FORMER:

FORMER:

FORMER:

FORMER:

FORMER:

FORMER:

DISCLOSURE

In keeping with the Child/Youth/At-Risk Adult Protection Policy adopted by the Virginia Conference of The United Methodist Church, any staff member or volunteer 18 years of age or older who is not covered by Virginia Conference employment policies will complete the necessary forms for a criminal records check and permit transmittal of the official written results of this check directly to the Conference Office sponsoring the program. Procedures for payment will be established by each individual Board, Commission, or Agency.

This policy is a practice that protects everyone by helping to promote safe and secure ministry settings. Inquiries are limited to information that affects task performance and ministry setting needs. The background screening is conducted in accordance with applicable federal and state laws, including the Fair Credit Reporting Act (FCRA) as applicable. The screening will be conducted by Screening One, Inc., an outside agency.

1. The report consists of information deemed to have a bearing on service within ministry settings of the Virginia Conference UMC, and may include information from public and private sources, public records, former employers and references. The scope of the report may include information concerning driving record, civil and criminal court records, credit, identity, past addresses, and social security number.
2. You have the right to request additional disclosures of the nature and scope of the investigation and a statement of your rights. To receive this information or to inspect any files concerning such a report or to determine if a report on you has been requested, you may contact Company or Screening One, Inc. at (888) 327-6511, or at 2233 W. 190th Street, Torrance, CA 90504.
3. Before taking any adverse action based in whole or in part on the report, the person intending to take such adverse action shall provide to the consumer to whom the report relates a copy of the report and a description in writing of the rights of the consumer under the title, as prescribed by the Federal Trade Commission section 609(c)(3).

I, _____, hereby consent and authorize the Virginia Conference UMC and/or Screening One, Inc. on the Conference's behalf, to prepare each report as defined above for the purposes of service within Conference ministry settings before the time of service begins or at any time during the term of service.

DATE _____

SIGNATURE _____

PRINT NAME _____