



PLEASE PRINT OR TYPE ALL INFORMATION

PERSONAL INFORMATION				
Last Name _____	First Name _____	Middle Name _____		
Address _____		City _____	State _____	Zip _____
Home Phone: _____	Work Phone: _____	May we contact you at work: YES _____ NO _____		
Email Address: _____		Cell Phone: _____		
Are you 18 years old or older? <input type="checkbox"/> yes <input type="checkbox"/> no If no, employment is subject to verification that you are of minimum legal age.				
If hired, would you be able to present evidence of your US citizenship or proof of your legal right to work in the United States? <input type="checkbox"/> yes <input type="checkbox"/> no				

ADDITIONAL INFORMATION	
Subject Area: _____	Date available to begin _____
Have you been employed by Trinity in the past? <input type="checkbox"/> yes <input type="checkbox"/> no If yes, month and year. _____	
<input type="checkbox"/> Yes <input type="checkbox"/> No Have you ever been dismissed, asked to resign, or entered into an agreement to resign any position?	
<input type="checkbox"/> Yes <input type="checkbox"/> No Have you ever been arrested, convicted of, or entered a plea of guilty, no contest, or had a withheld judgment to an offense other than a minor traffic violation? (DUI and DWI convictions are not minor and must be reported.)	
<input type="checkbox"/> Yes <input type="checkbox"/> No Are there criminal charges currently pending against you?	
If you answered "yes" to any of the above, please provide an explanation here:	

EDUCATIONAL PREPARATION				
Beginning with the undergraduate institution from which you graduated, please list in consecutive order the information requested on each school attended				
School Name/City, State	Attended From:	Attended To:	Degree Received	Major Subject

If you are presently enrolled in school, list degree and subject area being pursued.

Briefly describe your experience with online Course Management tools such as Blackboard, Moodle, etc.:

SPIRITUAL INFORMATION

(Please list your church membership(s) over the past five years)

Name of present church _____ Present pastor's name _____

Church address _____ Telephone # _____

Previous church _____ Pastor's name _____

Church address _____ Telephone # _____

Previous church _____ Pastor's name _____

Church Address _____ Telephone # _____

Please share your salvation experience.

REFERENCES

Provide one academic/professional reference, one personal reference, and one pastoral reference

(Exclude relatives)

Name	Phone	Email	Position
1)			
2)			
3)			

TEACHING EXPERIENCE

(Begin with your present or most recent employment)

Institution Name	Name of Supervisor	Phone Number	Your last official job title
Employment Date ____ - ____ From To (Month/Year) (Month/Year)	Subjects Taught: _____ _____		
Institution Name	Name of Supervisor	Phone Number	Your last official job title
Employment Date ____ - ____ From To (Month/Year) (Month/Year)	Subjects Taught: _____ _____		
Company Name	Name of Supervisor	Phone Number	Your last official job title
Employment Date ____ - ____ From To (Month/Year) (Month/Year)	Subjects Taught: _____ _____		

APPLICANT'S STATEMENT – READ CAREFULLY!

The facts set forth in my application for employment are true and complete. I understand that if employed, false statements on my application shall be considered sufficient cause for dismissal. You are hereby authorized to make any investigation on my personal history and financial and credit record through any investigative or credit agencies or bureaus of your choice in compliance with applicable laws or statues.

I understand that employment at this organization is "at will", and includes no guarantee, contract, or promise of employment for any specified length of time. I further understand that a criminal record check may be conducted on me, and I consent to any such check.

I authorize the use of any information in this application and any attached supplements to verify my statements, and I authorize the past employers, schools, churches, all references, and any other persons or organizations, whether or not identified in this application, to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any and all liability or damages on account of having furnished such information.

I understand that a "Summary of Your Rights under the Fair Credit Reporting Act" is available for my review at <http://www.ftc.gov/bcp/online/edcams/fcra/summary.htm>. This authorization and consent, in original, faxed, photocopied or electronic form, shall be valid for this and any future reports and updates that may be requested by Trinity Ministries or any organizations associated therewith.

I understand that completion of the employee training orientation is a required condition of employment. I also understand that I must abide by all safety rules and Employee Handbook guidelines.

Please read the attached Statement of Faith before signing the application.

Signature of Applicant

Date

NOTE: If this application is returned by mail, please address it to: "Attn: Human Resource Manager – online faculty" and mark the envelope "Personal and Confidential".

A resume may be submitted with this application; however, this application must be completed in its entirety. A resume is not a substitute for an incomplete application.

STATEMENT OF FAITH

SECTION 1 - STATEMENT OF FAITH:

(A) THE HOLY SCRIPTURES:

We believe that the Holy Bible was written by men and supernaturally inspired; that it is truth without any admixture of error for its matter; and therefore is and shall remain to the end of the age the only complete and final revelation of the will of God to man; the true center of Christian union and the supreme standard by which all human conduct, creeds, and opinions should be tried. By "The Holy Bible" we mean that collection of sixty-six books from Genesis to Revelation, which, as originally written, does not only contain and convey the Word of God but is the very Word of God. By "inspiration" we mean that the books of the Bible were written by holy men of old as they were moved by the Holy Spirit in such a definite way that their writings were supernaturally and verbally inspired (II Tim 3:16; I Peter 1:21). We also believe that the King James version of the Bible is the divinely preserved Word of God for the English-speaking people (Psalm 12:6,7) and that it has enjoyed a miraculous manifestation of God's approval all during its history and use.

(B) THE TRUE GOD:

We believe that there is one, and only one, living and true God and infinite, intelligent Spirit, the Maker and Supreme Ruler of Heaven and Earth (Genesis 1:1; Psalm 90); that He is inexpressibly glorious in holiness and worthy of all possible honor, confidence, and love; that in the unity of the Godhead, there are three persons, the Father, the Son, and the Holy Spirit, equal in every divine perfection and executing distinct but harmonious offices in the great work of redemption and in the accomplishment of His eternal plan and purpose (I John 5:6-12).

(C) THE SON:

We believe that Jesus Christ, eternal with the Father, was begotten of the Holy Ghost and in miraculous manner; that He was born of Mary, a virgin, as no other person was ever born of woman, and that He is both the Son of God and God the Son (I John 1:1,2). He is both true man, one person with two natures, tempted in all points like as we are, yet without sin (Isaiah 7:14; Hebrews 4:14-17).

(D) THE HOLY SPIRIT:

We believe that the Holy Spirit is a divine person; eternal and equal with God the Father and God the Son and of the same essence (I John 5:7); that He was active in the creation (Genesis 1:2); that in the unbelieving world He restrains the evil one until God's purpose is fulfilled; that He convicts of sin, of judgment and of righteousness; that He bears witness of the truth of the Gospel in preaching and testimony; that He is the agent in the new birth; that He seals, endues, guides, teaches, bears witness with, sanctifies, and helps the believer (John 14:7; Romans 8:14-27). Using Acts 1:8 as our criteria for evaluation, we believe that the evidence of the fullness of the Holy Spirit in the life of the believer is boldness to witness for our Lord and Saviour Jesus Christ.

(E) SATAN OR THE DEVIL:

We believe that Satan was once holy and enjoyed heavenly honors; but through pride and ambition to be as the Almighty, he fell and drew after him a host of angels and is now the malignant prince of the power of the air and the unholy god of this world (Ezekiel 28:12-17; Isaiah 14:12-25). We hold him to be man's great tempter, the enemy of God and Jesus Christ, the accuser of the brethren, the author of all false religions, the chief source of the present apostasy, the lord of anti-Christ, and the author of all of the powers of darkness (I Peter 5:8,9); destined, however, to final defeat at the hands of God's Son and the judgment of an eternal justice in the lake of fire, a place prepared for him and for his angels as well as all of the unbelievers of the ages (Rev 20:10).

(F) THE CREATION:

We believe the Genesis account of creation is to be accepted literally and not allegorically or figuratively (Genesis 1); that the creation was accomplished in six (6), twenty-four (24) hour days (Genesis 1:5,8,13,19,23,31; 2:2; Exodus 20:11); that man was created directly in God's own image and after His own likeness (Genesis 1:26,27); that man's creation was not a matter of evolution or evolutionary change of species or development through interminable periods of time from lower to higher forms; that all animal and vegetable life were made directly by God, and God's established law was that they should bring forth only "after their kind". We deny any form of atheistic or theistic evolution (Romans 1:19,20).

(G) THE FALL OF MAN:

We believe that man was created in innocency under the law of his Maker, but by voluntary transgression, he fell from his sinless and happy state of perfection (Genesis 3), in consequence of which, all mankind are now sinners and therefore under just condemnation without defense or excuse and are guilty before God (Romans 5:12; Psalm 51:5; Romans 3).

(H) THE ATONEMENT FOR SIN:

We believe that the salvation of sinners is wholly of grace through the mediatorial offices of the Son of God who by the appointment of the Father freely took upon Him our nature, yet without sin, and honored the divine law by His personal obedience and by His death made a full and vicarious atonement for our sins; that His atonement was not merely an example but was the voluntary substitution enthroned in Heaven and is uniting in His wonderful person the tenderest sympathies with divine perfection. He is in every way qualified to be a suitable, a compassionate, and an all-sufficient Saviour (Hebrews 2:9; II Corinthians 5:21; Hebrews 10:4-14).

(I) THE NEW BIRTH:

We believe that in order to be saved, sinners must be born again; that the new birth is the new creation in Jesus Christ (John 3:3,5); that it is instantaneous and not a process; that in the new birth the one dead in trespasses and in sins is made a partaker of the divine nature and receives eternal life, the free gift of God (Ephesians 2:8,9); that the new creation is brought about in a manner above our comprehension, not by culture, not by character, nor by the will of man, but wholly and solely by the power of the Holy Spirit in connection with divine truth, so as to secure our voluntary obedience to the Gospel (John 1:13; Titus 3:5); that its proper evidence appears in the holy fruits of repentance and faith in newness of life (Galatians 5:22-25).

(J) JUSTIFICATION:

We believe that the great Gospel which Christ secures to such as believe in Him provides justification; that justification declares the sinner righteous through the merits of Jesus Christ (Romans 3:21-26) and this divine pardon is bestowed not in consideration of any works of righteousness which we have done, but solely through faith in the Redeemer's blood, and that His righteousness is imputed unto us; that through justification we have peace with God (Romans 5:1,9).

(K) REPENTANCE AND FAITH:

We believe that repentance and faith are solemn obligations and also inseparable graces wrought in our souls by the quickening Spirit of God; thereby, being deeply convicted of our guilt, danger, and helplessness, and being convinced of the way of salvation through Jesus Christ, we turn to God with unfeigned contrition, confession, and supplication for mercy; at the same time, we heartily receive the Lord Jesus Christ and openly confess Him as our only and all-sufficient Saviour (Jeremiah 8:6; Acts 17:30;26:30).

(L) THE CHURCH:

We believe that a New Testament church is a congregation of baptized believers associated by a covenant of faith and fellowship of the Gospel observing the ordinances of Christ, governed by His laws, and exercising the gifts, rights, and privileges invested in them by His Word; that its officers of ordination are pastors or elders and deacons, whose qualifications, claims, and duties are clearly defined in the Scriptures (I Tim 3:1-13; Titus 1:6-9); we believe the true mission of the church is found in the "Great Commission" which instructs us first, to make individual disciples (Matt 28:19,20); second, to baptize the converts; and third, to teach and instruct as He commanded. We do not believe in the reversal of this order.

We hold that the local church has the absolute right of self government, free from the interference of any hierarchy of individuals or organizations; and that Christ is the Head of the church and superintends over the work of the local church through the Holy Spirit (Ephesians 1:19-23); that it is scriptural for the true churches to cooperate with each other in contending for the faith and for the furtherance of the Gospel (Jude 3); that every church is the sole and only judge of the measure and method of its cooperation on all matters of membership, of policy, of government, of discipline, of benevolence, and that the will of the local Church is final (Matt 18:15-20; Acts 5:29; I Corinthians 6:1-8). We are opposed to the ecumenical movement, neo-orthodoxy, new evangelicalism, liberalism, and modernism that emphasizes an unequal yoke with unbelievers, experience over Biblical truth, higher criticism that weakens innerancy of the scriptures, social application of the gospel, and any other beliefs which abandon the historic fundamentals of the Christian faith in an attempt to accommodate Biblical Christianity and make it more acceptable to the modern mind.

(M) BAPTISM AND THE LORD'S SUPPER:

We believe that New Testament baptism is the immersion in water of a born-again believer in the name of the Father, of the Son, and of the Holy Ghost, with the authority and approval of the local church to show forth in a solemn and beautiful emblem our faith in the crucified, buried, and risen Saviour, as it pictures our death to sin and resurrection to a new life (Matt 28:19,20); that it is pre-requisite to the privileges of church membership and to the observing of the Lord's Supper.

We believe the Lord's Supper should always be preceded by solemn self-examination and that the sacred use of unleavened bread and the fruit of the vine are to commemorate together the dying love of Christ until He returns (Matt 26:26-29; I Corinthians 11:30). The prerequisites to participation in the Lord's Supper are those laid down by Christ and his apostles as a church ordinance that include (1) Salvation (1 Corinthians 11:27-29), (2) Baptism (Matthew 28:19-20; Acts 2:41, 46), (3) Church membership (Acts 2:46-47; 1 Corinthians 11:18, 22), and (4) an orderly walk (1 Corinthians 11:27-29). A disorderly walk designates a course of life in a church member which is contrary to the precepts of the gospel including immoral conduct, disobedience to the commands of Christ, heresy (teaching false doctrine), and schism or promotion of division and dissension in the church. The New Testament accounts indicate that the Lord's Supper was observed only at regular appointed meetings of local churches and thus we believe that the scrutiny of qualifications for participation in the Lord's Supper rests with the same body.

(N) THE SECURITY OF THE BELIEVER:

We believe that the preserving attachment to Christ is the grand mark which distinguishes true believers from superficial professors; that it is a work of God the Father (John 10:28,29; Romans 8:30), God the Son (Romans 8:34; I John 2:1), and God the Holy Spirit (Ephesians 4:30); and that they are kept by the power of God through faith unto eternal salvation (I Pet 1:5). We believe that God's eternal election and predestination guarantee their ultimate conformity to the image of Christ (Romans 8:29).

(O) THE RIGHTEOUS AND THE WICKED:

We believe that there is a radical and essential difference between the righteous and the wicked; that such only as through faith are justified in the name of the Lord Jesus and sanctified by the Spirit of our God are truly righteous in His esteem (Romans 8:1-10); all such as continue in impenitence and unbelief are in His sight wicked and under the curse (Romans 3:19-23), and this distinction holds among men both in life and after death in the everlasting conscious blessedness of the saved and the everlasting conscious punishment of the lost (Rev 20:11-15).

(P) CIVIL GOVERNMENT:

We believe that civil government is of divine appointment for the interest and good of human society; that magistrates are to be prayed for (I Tim 2:1-3), conscientiously honored and obeyed except only in things opposed to the will of our Lord Jesus Christ, the only Lord of conscience, coming Prince of the Kings of the earth (Acts 5:29; Romans 13:1-5).

(Q) THE SECOND COMING OF CHRIST:

We believe that the Lord Jesus Christ Himself is coming again in the air at any moment to catch up all born again believers and to reward their service (I Thessalonians 4:15-17; I Corinthians 3:12-14); the unbelievers left behind will go through a seven year period called the Tribulation, after which Christ shall return visibly to the earth to set up His kingdom of 1,000 years of righteous rule; after this, the unbelievers of all ages will stand at the Great White Throne to be judged and cast into the lake of fire, separated from God forever, while the believers spend eternity in the fullness of joy and in the presence of our Lord forever (Rev 20:11-15).

(R) MISSIONS AND MISSIONARIES:

We believe that all men everywhere are lost and condemned and that the command to go and preach the Gospel to the world is clear and unmistakable and that this commission was given to the churches. Following New Testament precedent and example, we believe that all missionary endeavors should be under the ultimate sponsorship of the local congregation and that no mission board should ever misconstrue its purpose to attempt, to hold, or to assign authority to itself (Matt 28:19,20; Acts 13).

(S) THE GRACE OF GIVING:

We believe that God's method of financing His earthly work of spreading the Gospel to all nations, the care of the churches and the support of the ministry, is by the tithes and offerings of God's people. We believe that they are to be given to the Lord through His church or storehouse and are to be distributed as directed by the leadership of the Holy Spirit as the need arises. We believe that the time to tithe is upon the first day of the week. We also believe that everyone is accountable to the Lord for a minimum standard of giving of one tenth of his income and that offerings are to be given above the tithe as God has prospered the individual (Mal 3:8-10; I Corinthians 16:2).

(T) HUMAN SEXUALITY:

We believe that God has commanded that no intimate sexual activity should be engaged in outside of marriage between a man and a woman. We believe that any form of homosexuality, lesbianism, bisexuality, tran-sexuality, bestiality, incest, fornication, adultery, and pornography are sinful perversions of God's gift of sex (Genesis 2:24; 19:5, 13; 26:8-9; Leviticus 18:1-30; Romans 1:26-29; I Corinthians 5:1; 6:9; I Thessalonians 4:1-8; Hebrews 13:4).

(U) MARRIAGE, DIVORCE AND REMARRIAGE:

We believe that marriage was instituted by God to be a permanent union between a man and a woman and therefore we are opposed to same sex marriages. We further believe that God hates divorce and intends marriage to last until one of the spouses dies. Divorce and remarriage is regarded as adultery except on the grounds of fornication. Although divorced and remarried persons or divorced persons may hold positions of service in the Church and be greatly used of God for Christian service, they may not be considered for the offices of pastor or deacon (Genesis 2:24; Malachi 2:14-17; Matthew 19:3-12; Romans 7:1-3; I Timothy 3:2, 12; Titus 1:6).

(V) ABORTION AND EUTHANASIA:

We believe that human life begins at conception and that the unborn child is a living human being. Abortion constitutes the unjustified, unexcused taking of unborn human life. Abortion is murder. We reject any teaching that abortions of pregnancies due to rape, incest, birth defects, gender selection, birth or population control, or the mental well-being of the mother are acceptable (Job 3:16; Psalms 51:5; 139:14-16; Isaiah 44:24; 49:1, 5; 20:15-18; Luke 1:44).

We believe that life is sacred and any act of putting to death a person suffering from a distressing disease, illness or health problem from injury (euthanasia or mercy killing) for his own good is virtually an instance of self-deification usurping a right that belongs to God (Psalm 68:20; II Kings 5:7; Job 1:21; 2:6; Hebrews 9:27).

(W) LAWSUITS BETWEEN BELIEVERS:

We believe that Christians are prohibited from bringing civil lawsuits against other Christians or the Church to resolve personal disputes. We believe the Church possesses all the resources necessary to resolve personal disputes between members (Article IV, Arbitration of Disputes). We do believe, however, that a Christian may seek compensation for injuries from another Christian's insurance company as long as the claim is pursued without malice or slander (I Corinthians 6:1-8; Ephesians 4:31-32).

SECTION 2 - AUTHORITY OF STATEMENT OF FAITH:

The Statement of Faith does not exhaust the extent of our faith. The Bible is the sole and final source of all that we believe. We believe that the foregoing Statement of Faith accurately represents the teaching of the Bible, and therefore is binding upon all members and guests who participate or take part in any activity of the Church.

STANDARD OF CONDUCT:

Employees of Trinity Baptist Church, Inc. are required to abstain from sinful and/or questionable literature, music, movies and television programs. Also, employees of Trinity Baptist Church, Inc. are required to abstain from gambling, dancing, oath-bound secret societies and partnerships with unbelievers, the use, possession or distribution of tobacco, alcohol, and non-medicinal narcotic or hallucinogenic drugs, along with all forms of sexual immorality.

As active members of Trinity Baptist, employees are expected to demonstrate leadership by being faithful in church attendance (Sunday school and regular services as well as special meetings and conferences), Christian service, and outreach. In addition, all employees are expected to be faithful in giving through Trinity Baptist Church in support of the Lord's work. On occasion a person may be employed part-time by Trinity Ministries while maintaining membership in another Bible-believing church. In such cases, employees are required to be in agreement with Trinity's Statement of Faith and to be faithful in attendance, outreach, and giving to their local church.

I subscribe without reservation to the Statement of Faith and Standard of Conduct. I certify that all information on this application is true, accurate and complete. I also understand that it is subject to verification and that my employment and/or continuance therefore is contingent upon its accuracy.

Applicant's Signature

Date



BACKGROUND CHECK CONSENT

The following is information required in order for **Trinity Baptist College** to obtain a complete consumer report:
PLEASE PRINT LEGIBLE

FULL LEGAL NAME (First, Middle, Last Name)	GENDER <input type="checkbox"/> FEMALE <input type="checkbox"/> MALE
SOCIAL SECURITY NUMBER / / /	DATE OF BIRTH (MO/DAY/YEAR)
STREET ADDRESS	
CITY, STATE, ZIP CODE	
OTHER OR FORMER NAMES (AKA, Maiden, Married, Surnames)	
APPLICANT'S SIGNATURE	DATE

Please list all Counties and States you have lived in since the age of 18.				
COUNTY	STATE	NAME USED IN COUNTY	DATE FROM	DATE TO

DISCLOSURE AND AUTHORIZATION FOR ONLINE FACULTY
[IMPORTANT – PLEASE READ CAREFULLY BEFORE SIGNING AUTHORIZATION]
DISCLOSURE REGARDING BACKGROUND INVESTIGATION

DISCLOSURE

In connection with your application to teach online with **TRINITY BAPTIST COLLEGE** which may be deemed “employment purposes” under the Fair Credit Reporting Act, you may be the subject of a “consumer report” and/or an “Investigative consumer report” which may include information about your character, general reputation, personal characteristics, and/or mode of living, and which can involve personal interviews with sources such as your neighbors, friends or associates. These reports may contain information regarding your credit history, criminal history, social security verification, motor vehicle records (“driving records”), verification of your education or employment history, military records, professional licensure records, drug testing, or other background checks. Credit history will only be requested where such information is substantially related to the duties and responsibilities of the position for which you are applying. These reports may contain information concerning the reasons for termination of past employment. You have the right, upon written request made within a reasonable time, to request whether a consumer report has been run about you, and disclosure of the nature and scope of any investigative consumer report and to request a copy of your report. Please be advised that the nature and scope of the most common form of investigative consumer report obtained with regard to applicants is an investigation into your education and/or employment history conducted by **SecureSearch, Consumer Disputes, 558 Castle Pines Pkwy., #B4-137, Castle Rock, CO 80108, (866) 891-1954, www.securesearchpro.com**, or another outside organization. The scope of this notice and authorization is all encompassing, however, allowing the Company to obtain from any outside organization all manner of consumer reports and investigative consumer reports now and throughout the course of your volunteer service to the extent permitted by law. As a result, you should carefully consider whether to exercise your right to request disclosure of the nature and scope of any investigative consumer report.

ACKNOWLEDGMENT AND AUTHORIZATION

AUTHORIZATION

I acknowledge receipt of the DISCLOSURE REGARDING BACKGROUND INVESTIGATION AND A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT and certify that I have read and understand both of those documents. I hereby authorize, without reservation, the obtaining of “consumer reports” or “investigative consumer” reports by **TRINITY BAPTIST COLLEGE** at any time after receipt of this authorization and throughout my volunteer service, if applicable. I further authorize and request, without reservation, any present or former employer, school or university (public or private), any law enforcement agency, administrator, state or federal agency, institution, division of motor vehicles, information service bureau, insurance company, consumer reporting agencies, or other persons or agencies to furnish any and all background information requested by **SecureSearch, Consumer Disputes, 558 Castle Pines Pkwy., #B4-137, Castle Rock, CO 80108, (866) 891-1954, www.securesearchpro.com**, another outside organization acting on behalf of the Company, and/or the Company itself. I also agree that a fax, electronic or photocopy of this Authorization with my signature shall be as valid as the original.

NOTICE REGARDING BACKGROUND INVESTIGATION PURSUANT TO CALIFORNIA LAW

TRINITY BAPTIST COLLEGE (the “Company”) intends to obtain information about you for “employment purposes” from an investigative consumer reporting agency or consumer credit reporting agency. Thus, you can expect to be the subject of “investigative consumer reports” and “consumer credit reports” obtained for “employment purposes.” Such reports may include information about your character, general reputation, personal characteristics, and/or mode of living. With respect to any investigative consumer report from an investigative consumer reporting agency (“ICRA”), the Company may investigate the information contained in your application and other background information about you, including but not limited to obtaining a criminal record report, verifying references, work history, your social security number, your educational achievements, licensure, and certifications, your driving record , and other information about you, and interviewing people who are knowledgeable about you. The results of this report may be used as a factor in making decisions for “employment purposes.” The source of any investigative consumer report (as that term is defined under California law) will be **SecureSearch, Consumer Disputes, 558 Castle Pines Pkwy., #B4-137, Castle Rock, CO 80108, (866) 891-1954, www.securesearchpro.com**. The source of any credit report will be **SecureSearch, or ClearStar Logistics, Consumer Disputes, 558 Castle Pines Pkwy., #B4-137, Castle Rock, CO 80108, (866) 891-1954, www.securesearchpro.com**. The Company agrees to provide you with a copy of an investigative consumer report when required to do so under California law. Under California Civil Code section 1786.22, you are entitled to find out from an ICRA what is in the ICRA’s file on you with proper identification, as follows: In person by visual inspection of your file during normal business hours and on reasonable notice. You also may request a copy of the information in person. The ICRA may not charge you more than the actual copying costs for providing you with a copy of your file. A summary of all information contained in the ICRA’s file on you that is required to be provided by the California Civil Code will be provided to you via telephone, if you have made a written request, with proper identification, for telephone disclosure, and the toll charge, if any, for the telephone call is prepaid by or charged directly to you.

By requesting a copy be sent to a specified addressee by certified mail. ICRA’s complying with requests for certified mailings shall not be liable for disclosures to third parties caused by mishandling of mail after such mailings leave the ICRA’s.

“Proper Identification” includes documents such as a valid driver’s license, social security number card, military identification card, and credit cards. Only if you cannot identify yourself with such information may the ICRA require additional information concerning your employment and personal or family history in order to verify your identity.

The ICRA will provide trained personnel to explain any information furnished to you and will provide a written explanation of any coded information contained in files maintained on you. This written explanation will be provided whenever a file is provided to you for visual inspection.

You may be accompanied by one other person of your choosing, who must furnish reasonable identification. An ICRA may require you to furnish a written statement granting permission to the ICRA to discuss your file in such person’s presence.

SIGNATURE: _____ **DATE:** _____