



## DISCLOSURE REGARDING CONSUMER REPORTS

### Michigan Educational Theatre Association will Obtain a Background Check

You acknowledge and understand that in connection with your registration submission with Michigan Educational Theatre Association/MiFest2021 (including any independent contract for services) or when deciding whether to modify or continue your ongoing involvement, we may obtain a “consumer report” and/or an “investigative consumer report” on you from Trak-1, a consumer reporting agency, or from any third party, in strict compliance with both state and federal law.

### Consumer Report Defined

A consumer report is any communication of information by a consumer reporting agency bearing on your credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living which is used or expected to be used for purposes of serving as a factor in establishing your current and/or continuing eligibility for involvement. A common term for a consumer report is a “background check report.”

### Investigative Consumer Report Defined

An investigative consumer report is obtained through personal interviews with individuals who may have knowledge of your character, general reputation, personal characteristics, or mode of living. An investigative consumer report might include, for example, calls to the personal references you provide or conversations with former supervisors or colleagues where you worked.

### Reports May Contain

The parameters of this consumer report or investigative consumer report may contain public record information which may be requested or made on you including, but not limited to: appearance on the National Sex Offender Registry, criminal records and other public records.

You also acknowledge and understand that information from various federal, state, local and other agencies which contain information about your past activities may be requested.

### Your Rights as a Consumer

You are hereby notified that you have the right to make a timely request for a copy of the scope and nature of the above investigative background report and/or a complete copy of your consumer report contained in Trak-1’s files on you at the time of your request by providing proper identification.

You are further notified that, prior to being denied a volunteer position based in whole or in part on information obtained in the consumer report, you will be provided a copy of the report, the name, address and telephone number of the consumer reporting agency and a description in writing of your rights under the Fair Credit Reporting Act. Correspondence to Trak-1 should be forwarded to:

## AUTHORIZATION TO OBTAIN CONSUMER REPORT

The following is information required in order for Michigan Educational Theatre Association to obtain a complete consumer report:

<b>FULL LAST NAME</b>		<b>FULL FIRST NAME</b>		<b>FULL MIDDLE NAME</b>
<b>STREET ADDRESS</b>				
	<b>CITY</b>	<b>STATE</b>	<b>ZIP</b>	
<b>GENDER*</b>		<b>RACE*</b>		<b>BIRTHDATE</b>
<b>OTHER OR FORMER NAMES</b> (Maiden names, married names, surnames, etc.)				

*\* This information will be used for background screening purposes only.*

**Your signature below indicates the following:**

- 1) You authorize, without reservation, Trak-1 or any third party to obtain and/or furnish to Michigan Educational Theatre Association any records or information referenced in the provided disclosure statement for employment or volunteer service related purposes;
- 2) You authorize Michigan Educational Theatre Association ongoing procurement of any records or information, reports and records at any time during your employment, or volunteer engagement, to the extent allowed by law;
- 3) You authorize the use of a fax or photocopy of this authorization as having the same authority as the original;
- 4) You authorize and request, without reservation, any present or former employer, school, police department, consumer reporting agency, or other entity, person or agency having knowledge about you to furnish Michigan Educational Theatre Association and/or Trak-1 with any and all background information in their possession regarding you for these stated employment or volunteer service purposes;
- 5) You understand and agree that in connection with your employment, or volunteer engagement, your consumer report information, whether investigative or otherwise, may be shared with and/or reviewed by all applicable parties involved in the hiring process;
- 6) You have read and fully understand the foregoing disclosure and this authorization.
- 7) You certify that all the information you have provided on this form is true, complete, correct and accurate; and
- 8) You certify you have received, reviewed and understand the "Summary of Your Rights under the Fair Credit Reporting Act (15 U.S.C. §1681 et seq.)" which is published by the Federal Trade Commission to help you know your rights.

<b>CUSTOMER SIGNATURE</b>	<b>DATE</b>
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<input type="checkbox"/> <b>Check this box if you are a Minnesota, Oklahoma, or California applicant</b> , and you would like to receive a copy of your consumer report, if one is obtained. For <b>California</b> applicants only: a copy of your report will be sent to you by the above-referenced employer within three business days beginning on the date of receipt by the employer. For <b>Minnesota</b> applicants only: the consumer reporting agency shall furnish a copy of your consumer report within twenty-four hours of providing it to the above-referenced employer. For <b>Oklahoma</b> applicants only: the consumer reporting agency shall furnish a copy of your consumer report.
<p><b>California Applicants:</b> Pursuant to § 1786.22 of the California Civil Code, you may view the file maintained on you by Trak-1 during normal business hours. You may also obtain a copy of this file, either in person or by mail, by submitting proper identification and paying the costs of duplication services. You may also receive a summary of the file by telephone upon production of adequate identification. Trak-1 is required to have trained personnel available to explain your file to you and any coded information contained therein. You may appear in person alone, or with another person of your choice, provided that this additional person furnishes proper identification.</p> <p>California Civil Code section 1786.16(2) requires a separate disclosure and authorization to be signed by an applicant or current employee each time a background check is performed for employment purposes. This requirement does not apply in situations where the employer has a suspicion of wrongdoing or misconduct by a current employee.</p>
<p><b>Maine Applicants:</b> Pursuant to Maine state law, § 1317(2), Trak-1 is required to reinvestigate any consumer dispute made by a consumer residing in the state of Maine within 21 calendar days of notification of the dispute by the consumer.</p>