City of Albuquerque

HUMAN RESOURCES

Background Investigation Waiver and Release Form

APPLICATION FOR SERVICE IN VOLUNTEER PROGRAMS

In connection with my application for consideration to be accepted as a volunteer with the City of Albuquerque, a governmental entity, I understand that investigative reports may be requested concerning me. This requested information may include my performance and experience in employment, along with reasons for termination of past employment from previous employers; my motor vehicle history and criminal history from various states, private insurance sources along with other public records where available;

I voluntarily and knowingly authorize any present or past employer or supervisor, institution of learning; administrator, law enforcement agency, local or state agency, Federal agency; private business; military branch or the National Personnel Records Center to give records of information they may have concerning information requested as part of my background investigation. I voluntarily and knowingly unconditionally release any named or unnamed entity or agency ("Agency") from all liability resulting from the furnishing of this information. A photocopy of this "Background Investigation Waiver and Release Authorization" shall be considered by the recipient to be a signed original, as long as it is transmitted to the recipient by the City of Albuquerque and is received within on year of the signature date.

I understand that a thorough and complete background investigation will be conducted to determine my fitness and desirability as a candidate for acceptance as a volunteer with the City of Albuquerque.

The information on this Authorization that I provide includes an accurate list of every date where I lived and all former names and aliases.

I hereby release from liability and agree to hold harmless; under any and all possible cause of legal action, including negligence, the City of Albuquerque, the Agencies and any of their officers, agents or employees for any neglect or wrongful statements, acts, omissions made or recorded in the course of my background investigation.

Power to refuse, renew or revoke placement as a volunteer:

The City has jurisdiction over the acceptance and placement of volunteers within the City of Albuquerque and may refuse to grant or renew or may revoke placement to engage in volunteer service within the City of Albuquerque governmental organization.

Any volunteer may be rejected for any reason, and no reason for the rejection need be given to a volunteer.

All information shall be kept safeguarded to prevent non-allowed disclosure, release, loss or misuse and to ensure that only authorized persons have access to such confidential information, except as provided by law.

_____ _____

Applicant Signature Date

APPLICANT INFORMATION – Please complete ALL blanks

_____ _____ _____ _____-_____-_____

Last Name **First Name** **Full Middle Name** **Social Security Number**

_____

Maiden Name **Other Names, Nicknames or Aliases used** **Date of Birth (Month/Day/Year)**

_____ _____

Present Address **Number/Street/Quadrant** **City** **State** **Zip Code** **How Long**

_____ _____ _____ _____ _____

Previous Address (Within last 7 years) Number/Street/Quadrant **City** **State** **Zip Code** **How Long**

_____ _____ _____ **Operator Type:** __

Driver's License Number **State Issued** **Expiration Date**

City of Albuquerque Information: **Department:**_____

Requested by:_____ **Job Title:**_____