



**CRIMINAL BACKGROUND CHECK  
AUTHORIZATION FORM**

**TO BE COMPLETED BY CANDIDATE**  
**PLEASE PRINT ALL REQUESTED INFORMATION.**

**Name:** \_\_\_\_\_  
*Last First Middle*

**Other Names Used:** \_\_\_\_\_

**Current Address:** \_\_\_\_\_

**City/State/ZIP Code:** \_\_\_\_\_

**Social Security #:** \_\_\_\_\_ **Date of Birth\*:** \_\_\_\_\_

*The Impact Church of The Woodlands is requesting your social security number (SSN) in order to expedite this check. Your SSN will not be disclosed to anyone except as mandated by law.*

**Driver's License #** \_\_\_\_\_ **State of Issue:** \_\_\_\_\_

In connection with my employment at The Impact Church, I hereby give authorization to conduct a security background check on me. I understand that this security check will cover information such as criminal history, education and employment, sanctions/exclusions, and professional licensure/certifications. I understand that this background check may include information from previous employers relating to my work experience. I hereby release The Impact Church and its employees, as well as the company performing the background check, from all liability resulting from the furnishing of this information. I certify that the statements made by me on this form are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I understand that any false statements made herein could void my consideration for employment, or could result in disciplinary action up to, and including termination.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*With few exceptions, you are entitled (at your request) to be informed about the information The Impact Church collects about you. Under Sections 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review the information. Under Section 559.004 of the Texas Government Code, you are entitled to have The Impact Church correct information about you that is held by us and is incorrect, in accordance with the procedures set forth in The University of Texas System Business Procedures Memorandum 32. The information that The Impact Church collects will be retained and maintained as required by Texas records retention laws (Section 441.180 et seq. of the Texas Government Code) and rules. Different types of information are kept for different periods of time.*

*\* DOB is being requested in order to obtain accurate retrieval of records*

***This section to be completed by The Impact Church***

**Position:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**Unit/School:** \_\_\_\_\_

**Request Date:** \_\_\_\_\_

**Results Date:** \_\_\_\_\_

**Approved:**  Yes  No

**HR Representative:** \_\_\_\_\_