

**IGNITE YOUTH CLUB, INC.
APPLICATION FOR EMPLOYMENT**

IGNITE YOUTH CLUB, INC .is an equal opportunity employer and does not discriminate on the basis of race, religion, color, national origin, age, sex, gender, disability or any other characteristic protected by law.

INTRODUCTORY INFORMATION:

Name: _____ Date: _____

Address: _____ Phone: _____

City: _____ State: _____ Zip: _____

APPLICANT QUESTIONS:

Type of worked desired: _____ Salary desired: _____ Date Available: _____

If hired, can you provide documents required to establish your eligibility to work in the U.S.? Yes No

Are you 18 years of age or older? Yes No

How were you referred to us? _____

Have you ever been convicted of, or pled guilty or no contest to, a crime other than a minor traffic violation or are there any felony charges pending against you? Yes No

If yes, please explain in detail in the space provided at the end of this application and include the date of final disposition of the case and the nature of the offense. This information will not necessarily disqualify you from employment but false or misleading information will. Factors such as age and time of the offense, seriousness and nature of the violation, and rehabilitation will be taken into account. Arrests which did not result in a conviction or to which you did not plead guilty, or no contest do not need to be reported by you. However, you should indicate whether there are any felony charges pending against you.

EDUCATION:

High School or last grade completed:

Name & Address of School: _____

Course of Study: _____ Number of years completed: _____

Degree/Diploma: _____

College or Technical School

Name & Address of School: _____

Course of Study: _____ Number of years completed: _____

Degree/Diploma: _____

Other Schooling or Training

Name & Address of School: _____

Course of Study: _____ Number of years completed: _____

Degree/Diploma: _____

MILITARY EXPERIENCE:

Branch of Service: _____ From: _____ To: _____

Rank/type of Service: _____

Special Training/Experience: _____

Please mark your veteran status below. You may choose more than one.

- Disabled Veteran
- Other Protected Veteran
- Armed Forces Service Medal Veteran
- Recently Separated Veteran

RECORD OF EMPLOYMENT:

List positions starting with most recent:

Employer: _____ Telephone: _____

Address: _____

Position Title: _____ Supervisor: _____

Start Date: _ _____ Date Left: _____ Beginning Salary: _____ Ending Salary: _____

Duties: _____

Reason for Leaving: _____

Employer: _____ Telephone: _____

Address: _____

Position Title: _____ Supervisor: _____

Start Date: _ _____ Date Left: _____ Beginning Salary: _____ Ending Salary: _____

Duties: _____

Reason for Leaving: _____

Employer: _____ Telephone: _____

Address: _____

Position Title: _____ Supervisor: _____

Start Date: _____ Date Left: _____ Beginning Salary: _____ Ending Salary: _____

Duties: _____

Reason for Leaving: _____

WORK-RELATED REFERENCES: (Do not include relatives)

Name	Occupation	Years Known	Contact information
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

STATEMENT (Please read the following statements carefully before signing this application):

I understand that employment with IGNITE YOUTH CLUB, INC. is at-will, as that term is defined under law, which means that either I, as the employee, or IGNITE YOUTH CLUB, INC., as the employer, can terminate the employment relationship at any time for any reason or no reason at all, consistent with applicable state or federal law.

I authorize IGNITE YOUTH CLUB, INC. to verify all data given on this application and during interviews. I hereby release IGNITE YOUTH CLUB, INC. and its representatives or agents, from any liability that might result from such an investigation. I authorize all individuals, schools, and firms named to provide any requested information and release them from all liability for providing the requested information. I agree to sign all authorizations that may be necessary to verify the information I have provided in this application and during interview.

I understand that if an offer of employment is extended to me, I may be required to provide an authorization to permit additional inquiries regarding my background and credit history and IGNITE YOUTH CLUB, INC.'s offer of employment may be withdrawn depending upon the results obtained through such additional inquiries.

I understand this application will be active for a period of 90 days. After that time, if I wish to be considered for employment, I must submit a new application. I certify that all the statements in this completed application are true and understand that any falsification or willful omission shall be sufficient cause for dismissal or refusal to hire.

Signature of Applicant: _____ Date Signed: _____

Additional Details to Supplement Application, if necessary:

IGNITE YOUTH CLUB, INC.

AUTHORIZATION FOR BACKGROUND INFORMATION

General Release

I authorize the above named Company, (hereinafter referred to as the "COMPANY"), and its agents to investigate, now and during my employment, my past employment, education, and activities, and to request and receive any information concerning me, including but not limited to criminal history, credit reports, motor vehicle records and public records from any persons, entities, schools, companies, corporations, partnerships, associations, credit bureaus, state agencies, departments of labor, law enforcement agencies, licensing agencies, and from my previous employers.

I further release, discharge, and hold harmless the COMPANY, its agents, any persons, law enforcement agencies, schools, or personal/business entities and their respective officers, directors, employees, representatives and agents of any kind from any and all claims, liability, damages and responsibility of whatever kind or nature, arising out of or in connection with any act or omission in any such investigation or compliance with this authorization and request to release information, *or* any attempt to comply with it. This paragraph applies to any negligence, sole negligence, comparative negligence, concurrent negligence, error, or omission.

I have voluntarily signed this release to assist in the evaluation of my employment qualifications and I understand that an investigative consumer report may be obtained that provides information as to my character, general reputation, personal characteristics, and mode of living, whichever are applicable.

I agree that if any investigation at any time reveals that I provided false information to, or omitted information from the COMPANY, then disciplinary action may occur including termination of my consulting assignment and/or employment with the COMPANY, without liability.

NOTICE

If a consumer report contains adverse information that may be relied upon in making an employment decision, you will be advised of the adverse information before an employment decision is made and given an opportunity to explain.

If you are denied employment because of a consumer report, you will be advised of that fact and the source of the consumer report.

This information will include the name, address, and telephone number of the consumer reporting agency (CRA) that furnished the report. Please note that the CRA does not make any adverse decision concerning employment and will not be able to provide any information regarding that decision. If you are denied employment, you have the right to obtain a free disclosure of the consumer's file from the CRA if you request it within 60 days. You have the right to learn from the CRA the nature of the substance of the information, the sources, and all other entities to whom the report has been sent for employment purposes for the last two years. You may demand reinvestigation of any item and may have your version of the facts placed in the report. You will be provided with a summary of your rights regarding consumer reports.

A consumer investigative report may be requested. You have the right to obtain a written description of the nature and scope of the consumer investigative report.

I understand that, like all other COMPANY forms, this form does not alter the employment at-will relationship. I may terminate my employment at any time without cause and the COMPANY retains the same right. I have received a copy of a publication entitled "A Summary of Your Rights Under the Fair Credit Reporting Act", a copy of which is attached to this Authorization.

I have read both pages of this AUTHORIZATION FOR BACKGROUND INFORMATION, including the "**NOTICE**" included herein.

Applicant/Employee Signature: _____ Date: _____

First Name: _____ Middle Name: _____ Last Name: _____

Address: _____ City, State, Zip Code: _____

Social Security Number: _____

Date of Birth: _____

Driver's License Number: _____ Driver's License State: _____

Para información en español, visite www.consumerfinance.gov/learnmore o escribe a la Consumer Finance Protection Bureau 1700 G St. Washington DC 20006

A Summary of Your Rights Under the Fair Credit Reporting Act 2013

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Finance Protection Bureau 1700 G St Washington DC 20006**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment - or to take another adverse action against you - must tell you, and must give you the name, address and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your "file disclosure"). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - A person has taken adverse action against you because of information in your credit report;
 - You are the victim of identity theft and place a fraud alert in your file;
 - Your file contains inaccurate information as a result of fraud;
 - You are on public assistance;
 - You are unemployed but expect to apply for employment within 60 days.

In addition, by September 2005 all consumers will be entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.

- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.

- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete, or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.

- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.

- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need - usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.

- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.

- **You may limit "prescreened" offers of credit and insurance you get based on information in your credit report.** Unsolicited "prescreened" offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt-out with the nationwide credit bureaus at 1-888-567-8688.

- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.

- **Identity theft victims and active-duty military personnel have additional rights.** For more information, visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. Federal enforcers are:

TYPE OF BUSINESS:	CONTACT:
Consumer reporting agencies, creditors and others not listed below	Bureau of Consumer Financial Protection 1700 G St NW Washington DC
National banks, federal branches/agencies of foreign banks (word "National" or initials "NA" appear in or after bank's name)	Office of the Comptroller of The Currency Compliance Management Mail Stop 6-6 Washington, DC 20219 1-800-613-6743
Federal Reserve System member banks (except national banks and federal branches/agencies of foreign banks)	Federal Reserve Board Division of Consumer & Community Affairs Washington, DC 20551 202-452-3693
Savings associations and federally chartered savings banks (word "Federal" or initials "F.S.B." appear in federal institution's name)	Office of Thrift Supervision Consumer Complaints Washington, DC 20552 800-842-6929
Federal credit unions (words "Federal Credit Union" appear in Institution's name)	National Credit Union Administration 1775 Duke Street Alexandria, VA 22314 703-519-4600
State-chartered banks that are not members of the Federal Reserve System	Federal Deposit Insurance Corporation Consumer Response Center 2345 Grand Avenue, Suite100 Kansas City, Missouri 64108-2638 1-877-275-3342
Air, surface, or rail common carriers regulated by former Civil Aeronautics Board or Interstate Commerce Commission	Department of Transportation Office of Financial Management Washington, DC 20590 202-366-1306
Activities subject to the Packers and Stockyards Act of 1921	Department of Agriculture Office of Deputy Administrator - GIPSA Washington, DC 20250 202-720-7051