



3280 Redstone Park Circle  
 Highlands Ranch, CO 80129  
 Phone: 303-791-2710/Fax: 303-470-9516  
[www.highlandsranch.org](http://www.highlandsranch.org)

## Background Check Application - Officials

\*This form must be completed by any applicant 18 years of age and older. A background check will be conducted annually.

- Sport Officiating:**       Adult Softball                       Youth Flag Football
- Adult Flag Football                       Youth Baseball/Softball

**Name (Please Print Clearly):**

First: \_\_\_\_\_ Middle: \_\_\_\_\_ Last: \_\_\_\_\_

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

Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_

\_\_\_\_\_ Work Phone: \_\_\_\_\_

Driver's License #: \_\_\_\_\_ State Drivers License Issued: \_\_\_\_\_

State of Birth: \_\_\_\_\_ Other Names (maiden, alias, etc.): \_\_\_\_\_

Have You Moved From Another State (list states): \_\_\_\_\_

**Background Information:**

Present Employer: \_\_\_\_\_ Name of Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ Date of Employment: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Position Held: \_\_\_\_\_

\*These questions must be answered honestly, take your complete history into consideration. Any discrepancies will be grounds for dismissal.

1. Have you ever been convicted of, or pled "guilty" or "no contest" ("nolocontendere") to, any crime, felony or misdemeanor?  Yes  No (Note: answering yes will not necessarily result in disqualification)  
 If yes, what was the disposition? \_\_\_\_\_
2. Have you ever had a problem with alcohol or drugs?  Yes  No  
 If yes, explain details \_\_\_\_\_
3. Have you ever been involved with child abuse or neglect?  Yes  No  
 If yes, explain \_\_\_\_\_

\*\*I authorize the Highlands Ranch Metro District Human Resources Department and the Colorado Bureau of Investigation to obtain, from any source, any information relevant to this application. I hereby authorize all sources to release such information to the Highlands Ranch Metro Districts Human Resources Director. I hereby certify that the foregoing statements are true and correct and I agree that any misstatement or omission as to material fact will constitute grounds for unfavorable consideration of my application or dismissal from officiating with the Highlands Ranch Metro District Recreation Programs.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Turn page over...



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## FAIR CREDIT REPORTING ACT DISCLOSURE & AUTHORIZATION

### Disclosure

As an applicant for a volunteer position with Highlands Ranch Metro District, you are a consumer with rights under the Fair Credit Reporting Act. When any of the following circumstances exist, Highlands Ranch Metro District may choose to obtain and use information contained in either a consumer report or an investigative consumer report from a consumer reporting agency about you: (1) when considering your application for a volunteer position, (2) when making a decision whether to offer you a volunteer position, (3) when deciding whether to continue your volunteer position, or (4) when making other volunteer-related decisions directly affecting you.

For explanation purposes, a “consumer reporting agency” is a person or business which, for monetary fees, dues, or on a cooperative nonprofit basis, regularly assembles or evaluates consumer credit information or other information on consumers for the purpose of furnishing consumer reports to other, such as Highlands Ranch Metro District.

A “consumer report” means any written, oral or other communication of any 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 use or collected in whole or in part for the purpose of serving as a factor in establishing your eligibility for volunteer purposes.

An “investigative consumer report” means a consumer report or portion thereof in which information on your character, general reputation, personal characteristics, or mode of living is obtained through personal interviews with your neighbors, friends, associates or others with whom you are acquainted or who may have knowledge concerning any such items of information.

An investigative consumer report may be requested by the organization. You may request, in writing and within a reasonable time, additional disclosures regarding the nature and scope of the investigation requested as well as a written summary of your rights under the Fair Credit Reporting Act.

### Authorization

By signing below, I, \_\_\_\_\_, hereby voluntarily authorize Highlands Ranch Metro District to obtain either a consumer report or an investigative consumer report about me from a consumer reporting agency and to consider this information when making decisions regarding my volunteer position at Highlands Ranch Metro District. I understand that I have rights under the Fair Credit Reporting Act, including the rights discussed above.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date