

AUTHORIZATION AND WAIVER FOR CRIMINAL HISTORY CHECK

You have received a conditional offer of employment pending successful completion of a criminal history check. The criminal history check is one process used to evaluate your qualifications and suitability for employment with the hiring agency in the position identified below. All personal information identified here will be used to confirm your identity for an accurate criminal history inquiry. The personal information will not be used for any other purposes and will be protected from unauthorized disclosure in compliance with Utah Law and Department of Human Resource Management policy.

Name: _____

Social Security Number: _____

Date of birth: _____

Hiring Agency: _____

Position title: _____

Authorization Statement: As a condition of employment with the above agency, I hereby authorize the release of criminal history information maintained by the Utah State Bureau of Criminal Investigation (BCI) to personnel of the Utah Department of Human Resource Management. I also authorize the release of any and all criminal history records to the above agency including information of a confidential or privileged nature and any outstanding warrants.

I understand that any information about me that may be contained in a criminal history record will be shared with human resource management and appropriate agency management and will be used to determine the suitability of my employment. I understand that I may review and respond to any information received and that my failure to allow this criminal history check will result in my conditional offer of employment with the agency being withdrawn. I understand that the agency may conduct additional criminal background screening as needed to determine my suitability for continued employment.

I do hereby release all persons or governmental agencies from any damages resulting from the release of such information to the appropriate parties.

SIGNED: _____ **DATE:** _____