

Please note: This document is provided solely as a sample. Sample documents should NOT be construed as legal advice, guidance or counsel. Parties should consult their own attorney about their compliance responsibilities under the FCRA and applicable state law. AccuSource, Inc. expressly disclaims any warranties, responsibility, or damages associated with or arising out of information provided.

DECLARATION, AUTHORIZATION AND RELEASE FOR BACKGROUND INFORMATION – WRITTEN INSTRUCTION OF CONSUMER

To research, verify and provide a report in relation to the information that I have provided in accordance with my written instruction, including but not limited to my application to be a volunteer, independent contractor, vendor and/or student (collectively, “Consumer”), [REDACTED] (“Company”) will engage a background screening provider, AccuSource, Inc. (“Provider”). The information Provider and its agents may verify and research may include my personal background, professional standing, work history and qualifications. The Company and its representatives may also collect and verify background information about me.

I understand that the background screening searches, to the extent applicable law allows and in accordance with applicable laws, will be conducted and information I provide will be researched and verified using various appropriate sources, including but not limited to the following: current and past employers, criminal conviction records, motor vehicle or driving records, credit information, military records, school/educational records and professional and personal references.

I authorize, without reservation, any individual, corporation or other private or public entity to provide the Company and Provider and their representatives all relevant information about me.

I agree to assist Provider and the Company and their representatives in verifying and collecting this information and to provide any additional information requested in connection with my written instruction.

Unless I submit my revocation to the Company this Declaration, Authorization and Release, in original, faxed or photocopied form, shall be valid for this and any future reports and updates that may be requested if I am associated with the Company as a volunteer, independent contractor, vendor, and/or student.

Data Privacy Laws around the World

Many countries around the world have laws to protect ‘personal data’; that is, information about identified or identifiable individuals. In the course of researching and verifying information from the sources described above, Provider and the Company will process personal data, some of which may have a high degree of sensitivity. However, both Provider and its agents are familiar with and make every effort to comply with all applicable data privacy laws, including, in particular, the European Union’s General Data Protection Regulation (‘GDPR’).

With respect to GDPR, please be aware of the following companies and their roles:

- Company is a data controller (as defined under GDPR)
- Provider is a data processor

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- Provider's agents are data processors.

Company, AccuSource, Inc. and its agents are independent data controllers (not joint controllers), each with their own respective legal responsibilities with respect to their processing of personal data.

As described above, Company, Provider and its agents will process my personal data for background screening and related purposes. The report produced by Provider and its agents will generally contain personal data about me, and it is shared with the Company.

For the purposes of GDPR, Provider and its agents process my personal data on the basis that it is necessary for the purposes of the legitimate interests pursued by Company, Provider and its agents. The legitimate interests of Provider and its agents include the provision of background checking services to commercial organisations to ensure the suitability, integrity and reliability of individuals such organisations wish to use in positions of responsibility where such personal qualities are important.

I explicitly consent to Provider, its agents and Company processing personal data for the purposes described above. I also explicitly acknowledge that the nature and circumstances of my proposed role with Company are such that it is of the utmost importance for Company, Provider and its agents to conduct the screening described herein and that, as such, my consent, including in relation to the processing of sensitive personal data, is freely-given.

Depending on my career history, personal circumstances and the nature and location of the role for which I am being considered, it may be necessary for Provider and its agents to obtain personal data about me from various countries around the world and, in order to do so, to share certain of my personal data with its network of contractor researchers in these countries. I understand that such researchers are bound by strict contractual obligations of confidentiality and data privacy when it comes to the handling of my personal data.

AccuSource, Inc. is a member of the US Privacy Shield, a European Commission approved programme intended to protect the personal data of European citizens when it is transferred to the United States. I may review its US Privacy Shield certification here:

<https://www.privacyshield.gov/participant?id=a2zt00000008W13AAE&status=Active>

Once the report has been compiled and provided to Company, my personal data is deleted from AccuSource's systems after a minimum of 3 years unless otherwise provided in a contract between Company and AccuSource.

I have certain rights in respect of my personal data, including the right to access, correct, and to request the erasure of my personal data.

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Provider will comply with any requests to exercise my rights in accordance with applicable law. I am aware, however, that there are a number of limitations to these rights, and there may be circumstances where Provider is not able to comply with my request. To make any requests regarding my personal data, or if I have any questions or concerns regarding my personal data, I should contact Provider using the details below. Depending on the country in which I am located, I may also be entitled to contact my local supervisory authority for data protection.

If I have any queries on any aspect of AccuSource's Privacy Policy, I can contact AccuSource's Data Protection Officer by email at compliance@accusource-online.com or by post at the address below.

AccuSource, Inc.
Attention: Data Protection Officer
1240 E. Ontario Ave. Suite 102-140
Corona, California 92881

Consumer Last Name _____ First _____
Middle _____

Consumer Signature _____
Date _____