

Nineteenth Judicial Circuit
Court Administrator's Office
Personnel Division

BACKGROUND VERIFICATION RECORD

Name of Volunteer/Intern _____ S.S. #: _____
Position Applying for: _____

TO BE COMPLETED BY THE CANDIDATE
RECORD RELEASE AND REFERENCE AUTHORIZATION

I understand that becoming a volunteer or intern with the Nineteenth Judicial Circuit is subject to satisfactory completion of a background check including verification of my education, previous employment, and any criminal conviction history. I hereby agree to and allow the release of educational employment or criminal conviction information as recorded in the personnel or other records of any previous employment, law enforcement organization, or any school I have attended. If selected, I also authorize the Nineteenth Judicial Circuit to contact my current employer for employment verification and work reference. Further, I release the Nineteenth Judicial Circuit from any liability whatsoever in connection with such a background verification or the use of the results therefrom in the volunteer/intern approval process. **A background verification can be completed at any time for a period of up to one year from the date this document is signed.**

The following is for identification purposes only to perform the background check:

Date of Birth (MM/DD/YYYY): _____ Race: _____ Gender (M or F): _____
Other or Former Names: _____ Drivers License Number: _____

Authorization:

Signed _____ Date _____

Parent/Guardian's Signature if candidate is a minor _____

Parent/Guardian's Name _____
