



**INFOMART FAX IN REQUEST FORM**

Complete this form & fax to InfoMart along with the applicant's Release Form completed.

Account # **101-101603**  Monroe Corp.  Buckhorn Materials  
 Myrtle Beach  Monroe Operations  
Company: **Boggs Paving, Inc**  Rockhill  
Contact: **Thad Preslar**  
Phone No.: **(704)219-8482**  7 Year DOT Package (see below)  7 year DOT Package w/o Employment  
 7 year DOT Package w/o MVR  7 year DOT Package w/o MVR and w/o Employment  
Fax No.: **(704)282-1126**  Worker Comp

**Applicant Information (Print Only)**

Full Name - Last	First	Middle	(Maiden)
Social Security No.		Date of Birth	
Driver's License No.		State of Issuance	
Address:	Street	City	State Zip

**Criminal History Information**

Please include other areas in which you would like a criminal history search performed. The most accurate way for InfoMart to locate the county of residence is through the zip code. You may list city and state or only the zip code. Jurisdiction No. 1 is the applicant's current resident city and state listed above.

Jurisdiction No. 2			Jurisdiction No. 3		
City	State	Zip	City	State	Zip

**Special Instructions or special attention desired:**

**7 year DOT includes:**

- National Social Security Search (NSSS)
- Unlimited Criminal History Searches(county or statewide where recommended)
- 1-2 Civil jurisdictions
- 1-3 Employment verifications (DOT or Non DOT)
- 1 Credit Report
- 1 MVR
- Multi-State Criminal History Search
- Multi-State Sex Offender Search
- OFAC Search (Office of Foreign Asset Control)

**Note: An applicant application, and/or resume, and the Applicant Disclosure & Release form MUST be faxed along with this Request form. Failure to do so will result in delays in processing your request for a background check.**

**Fax To: 770-984-8997**

**APPLICANT INFORMATION**

Boggs Paving, Inc

**Account Number: 101-101603**

Applicant Name: (First Middle Last)	Current Address: (street address)
Other Name(s) Used: (like Maiden)	City: _____ State: _____ Zip: _____
Gender: * <input type="checkbox"/> Male <input type="checkbox"/> Female	Former Address: (1)
Social Security No.*	City: _____ State: _____ Zip: _____
Driver's License No.: _____ State: _____	Former Address: (2)
Date of Birth: * _____ Place of Birth: (City, State, Country)	City: _____ State: _____ Zip: _____

\* This information will be used for purposes of background screening only and will not be used in making any employment decisions.

**NOTICE AND ACKNOWLEDGMENT [IMPORTANT – PLEASE READ CAREFULLY BEFORE SIGNING ACKNOWLEDGMENT]**

**NOTICE REGARDING BACKGROUND INVESTIGATION**

Employer ("the Company") may obtain information about you from a consumer reporting agency for employment purposes. Thus, you may be the subject of a "consumer report" and/or an "investigative consumer report" which may include information about your character, general reputation, personal characteristics, and/or mode of living, and which can involve personal interviews with sources such as your neighbors, friends, or associates, including motor vehicle record (or "driving record") checks, workers compensation records, credit bureau files, employment references, personal references, drug screening, any educational and licensing institution or military branch and to receive any criminal record information pertaining to me which may be in the files of any Federal, State or Local criminal justice agency in Georgia or any other State. These reports may be obtained at any time after receipt of your authorization and, if you are hired, throughout your employment. You have the right, upon written request made within a reasonable time after receipt of this notice, to request disclosure of the nature and scope of any investigative consumer report. Please be advised that the nature and scope of the most common form of investigative consumer report obtained with regard to applicants for employment is an investigation into your education and/or employment history conducted by InfoMart, 1582 Terrell Mill Road, Marietta, GA 30067, 800-800-3774 or another outside organization. The scope of this notice and authorization is all-encompassing, however, allowing Employer to obtain from any outside organization all manner of consumer reports and investigative consumer reports now and, if you are hired, throughout the course of your employment to the extent permitted by law. As a result, you should carefully consider whether to exercise your right to request disclosure of the nature and scope of any investigative consumer report.

**New York applicants or employees only:** You have the right to inspect and receive a copy of any investigative consumer report requested by Employer by contacting the consumer reporting agency identified above directly.

**ACKNOWLEDGMENT AND AUTHORIZATION**

I acknowledge receipt of the NOTICE REGARDING BACKGROUND INVESTIGATION and A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT and certify that I have read and understand both of those documents. I hereby authorize the obtaining of "consumer reports" and/or "investigative consumer reports" at any time after receipt of this authorization and, if I am hired, throughout my employment. To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish any and all background information requested by [the consumer reporting agency], another outside organization acting on behalf of Employer, and/or Employer itself. I agree that a facsimile ("fax") or photographic copy of this Authorization shall be as valid as the original.

**Minnesota and Oklahoma applicants or employees only:** Please check this box if you would like to receive a copy of a consumer report if one is obtained by the Company.

**California applicants or employees only:** By signing below, you also acknowledge receipt of the NOTICE REGARDING BACKGROUND INVESTIGATION PURSUANT TO CALIFORNIA LAW. Please check this box if you would like to receive a copy of an investigative consumer report or consumer credit report if one is obtained by the Company at no charge whenever you have a right to receive such a copy under California law.

**APPLICANT:**

Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Print Name: \_\_\_\_\_



**Fax to (770) 984-8997**