

DISCLOSURE AND AUTHORIZATION

[IMPORTANT -- PLEASE READ CAREFULLY BEFORE SIGNING AUTHORIZATION]

DISCLOSURE REGARDING BACKGROUND INVESTIGATION

Optech LLC ("the Company") may obtain information about you from a consumer reporting agency in connection with your employment application. 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. These reports may contain information regarding your credit history, criminal history, social security verification, motor vehicle records ("driving records"), verification of your education or employment history, or other background checks. Credit history will only be requested where such information is substantially related to the duties and responsibilities of the position for which you are applying. 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 **Pre-Employ.com, Inc., Compliance Department, P.O. Box 491570, Redding, California 96049-1570, or by fax to (888) 999-3839**, or another outside organization. The scope of this notice and authorization is all-encompassing, allowing the Company to obtain from any outside organization all manner of consumer reports and investigative consumer reports now and throughout the course of your potential 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 and Maine Applicants Only: You have the right to inspect and receive a copy of any investigative consumer report requested by the Company by contacting the consumer reporting agency identified above directly. You may also contact the Company to request the name, address and telephone number of the nearest unit of the consumer reporting agency designated to handle inquiries, which the Company shall provide within 5 days.

New York Applicants or Employees Only: Upon request, you will be informed whether or not a consumer report was requested by the Company, and if such a report was requested, informed of the name and address of the consumer reporting agency that furnished y report. By signing below, you also acknowledge receipt of Article 23-A of the New York Correction Law.

[www.labor.state.ny.us/agencyinfo/PDFs/CorrectionLaw%20Article%2023-A%20 4 .pdf](http://www.labor.state.ny.us/agencyinfo/PDFs/CorrectionLaw%20Article%2023-A%204.pdf)

Oregon Applicants Only: Information describing your rights under federal and Oregon law regarding consumer identity theft protection, the storage and disposal of your credit information, and remedies available should you suspect or find that the Company has not maintained secured records is available to you upon request.

Washington State applicants or Employees Only: You also have the right to request from the consumer reporting agency a written summary of your rights and remedies under the Washington Fair Credit Reporting Act.

ACKNOWLEDGEMENT AND AUTHORIZATION

I acknowledge receipt of the DISCLOSURE 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" by the Company at any time after receipt of this authorization and throughout my employment, if applicable, in connection with or resulting from my application. 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, the Company, or insurance company to furnish any and all background information requested by **Pre-Employ.com, Inc., Compliance Department, P.O. Box 491570, Redding, California 96049-1570, or by fax to (888) 999-3839**, another outside organization acting on behalf of the Company itself in connection with or resulting from my application. I agree that a facsimile ("fax"), electronic or photographic copy of this Authorization shall be as valid as the original.

New York Applicants or Employees only: By signing below, you also acknowledge receipt of Article 23-A of the New York Correction Law.

[www.labor.state.ny.us/agencyinfo/PDFs/CorrectionLaw%20Article%2023-A%20 4 .pdf](http://www.labor.state.ny.us/agencyinfo/PDFs/CorrectionLaw%20Article%2023-A%204.pdf)

Minnesota and Oklahoma Applicants Only: Please mark an "X" here ___ if you would like to receive a copy of a consumer report if one is obtained by the Company.

California Only: By signing below, if you are a California applicant, you also acknowledge receipt of the NOTICE REGARDING BACKGROUND INVESTIGATION PURSUANT TO CALIFORNIA LAW. Please mark an "X" here ___ if you would like to receive a copy of an investigative consumer report or consumer credit report at no charge if one is obtained by the Company whenever you have a right to receive such a copy under California law.

If you are a California applicant or employee, pursuant to Section 1024.5 of the California Labor Code the Company informs you that it will obtain a credit report about you from **Pre-Employ.com, Inc., Compliance Department, P.O. Box 491570, Redding, California 96049-1570, (800) 300-1821**, if you are seeking to work in one of the following positions: a managerial position; a position in the Department of Justice; a sworn peace officer or other law enforcement officer; a position for which the information contained in the report is required by law to be disclosed or obtained; a position that involves regular access to specified personal information for any purpose other than the routine solicitation; and processing of credit card applications in a retail establishment, such as bank or credit card account information, social security number, or date of birth; a position in which you are, or would be, a named signatory on the bank or credit card account of the employer; authorized to transfer money on behalf of the employer; or authorized to enter into financial contracts on behalf of the Employer; a position that involves access to confidential or proprietary information; a position that involves regular access to \$10,000 or more of cash. If you are not applying for or in one of the above described employment positions the Company **will not** obtain a consumer credit report on you.

Signature: _____

Date: _____

Print Name: _____

DISCLOSURE AND AUTHORIZATION INFORMATION FORM - EMPLOYMENT

(Note: The following information is for identification purposes only. Please print clearly in Black Ink!)

Name: Last	First	Middle
List all other names used in the last 7 years:		
Date of Birth:	Social Security Number:	
Drivers License Number:	State issued:	
Current Address:		
City:	State:	Zip:
Address History - Please list the city, state, and zip you have lived or worked in for the past 7 years with approximate dates:		
Dates:	City:	State: Zip:
Dates:	City:	State: Zip:
Dates:	City:	State: Zip:
Daytime phone number: ()	Email Address:	
***** APPLICANT – DO NOT WRITE BELOW THIS LINE *****		

Company ID: 5780	Company Name: Optech LLC	PO#		
Please indicate the services you would like to request for this applicant. Fax this sheet to 888-999-3839 or enter the information at https://www.pre-employ.com				
Basic Services Requested: Package A –SSN, Criminal (All Names, All Counties)				
Additional Services Requested: Please check box <table style="width:100%; border:none;"> <tr> <td style="width:50%; vertical-align:top;"> <input type="checkbox"/> Social Security Trace <input type="checkbox"/> Criminal History Check <input type="checkbox"/> Drivers License Check <input type="checkbox"/> Employment Verification <input type="checkbox"/> Degree / Education Verification <input type="checkbox"/> Reference Check <input type="checkbox"/> OIG/GSA Check <input type="checkbox"/> National Wants and Warrants <input type="checkbox"/> Credit Report </td> <td style="width:50%; vertical-align:top; border-left: 1px solid black;"> <input type="checkbox"/> Anti Terrorist Watch List <input type="checkbox"/> NCFS <input type="checkbox"/> Civil History <input type="checkbox"/> Federal Criminal History <input type="checkbox"/> Federal Civil History <input type="checkbox"/> Sex Offender <input type="checkbox"/> Workers Compensation <input type="checkbox"/> Drug Test </td> </tr> </table>			<input type="checkbox"/> Social Security Trace <input type="checkbox"/> Criminal History Check <input type="checkbox"/> Drivers License Check <input type="checkbox"/> Employment Verification <input type="checkbox"/> Degree / Education Verification <input type="checkbox"/> Reference Check <input type="checkbox"/> OIG/GSA Check <input type="checkbox"/> National Wants and Warrants <input type="checkbox"/> Credit Report	<input type="checkbox"/> Anti Terrorist Watch List <input type="checkbox"/> NCFS <input type="checkbox"/> Civil History <input type="checkbox"/> Federal Criminal History <input type="checkbox"/> Federal Civil History <input type="checkbox"/> Sex Offender <input type="checkbox"/> Workers Compensation <input type="checkbox"/> Drug Test
<input type="checkbox"/> Social Security Trace <input type="checkbox"/> Criminal History Check <input type="checkbox"/> Drivers License Check <input type="checkbox"/> Employment Verification <input type="checkbox"/> Degree / Education Verification <input type="checkbox"/> Reference Check <input type="checkbox"/> OIG/GSA Check <input type="checkbox"/> National Wants and Warrants <input type="checkbox"/> Credit Report	<input type="checkbox"/> Anti Terrorist Watch List <input type="checkbox"/> NCFS <input type="checkbox"/> Civil History <input type="checkbox"/> Federal Criminal History <input type="checkbox"/> Federal Civil History <input type="checkbox"/> Sex Offender <input type="checkbox"/> Workers Compensation <input type="checkbox"/> Drug Test			

**DISCLOSURE AND AUTHORIZATION INFORMATION FORM – REFERENCE,
EDUCATION OR LICENSE VERIFICATION**

(Note: The following information is for identification purposes only. Please print clearly in Black ink).

THE FOLLOWING MUST BE FILLED OUT COMPLETELYPLEASE USE A PEN WITH BLACK INK
(Please Print Clearly)

Name: Last	First	Middle
Home address		
City	State	Zip

Please provide the following information for each company listed on employment application (Use Additional Paper if Necessary):

Company	Dates of Employment	From	To	May we Contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Address				
City	State		Zip	
Position	Supervisor		Telephone (include Area Code)	
Company	Dates of Employment	From	To	May we Contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Address				
City	State		Zip	
Position	Supervisor		Telephone (include Area Code)	
Company	Dates of Employment	From	To	May we Contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Address				
City	State		Zip	
Position	Supervisor		Telephone (include Area Code)	

Please provide the school, university or college name (highest level of education received):

Institution		Institution	
Location	Attendance Dates:	Location	Attendance Dates
Degree	Major/Minor	Degree	Major/Minor
Name used while attending:		Name used while attending:	

Personal References (Individuals with whom you have worked): Professional License Information:

Name:	Phone:	License Type:	License Number:
Name:	Phone:	Issuing Authority:	State:
Name:	Phone:	Issue Date:	Expiration Date:

SIGNATURE: X _____ DATE _____