



# MUSKINGUM VALLEY PRESBYTERY

Journeying with Jesus to touch the World!

## INSTRUCTION FOR REQUESTING A CRIMINAL BACKGROUND CHECK

In compliance with the Presbytery of Muskingum Valley's *Sexual Misconduct Policy and Procedures Manual*, criminal background checks shall be done for the following individuals:

- Prospective incoming clergy
- Candidates moving to ordination within the Presbytery of Muskingum Valley
- Prospective incoming Presbytery staff
- ALL volunteers who may or will be spending the night with minors at Presbytery of Muskingum Valley sponsored functions
- As requested by member congregations of the Presbytery of Muskingum Valley

\*Requested by: (Church/Organization) \_\_\_\_\_ \*Date: \_\_\_\_\_

The Presbytery of the Muskingum Valley BACKGROUND INVESTIGATION CONSENT	Form 2
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### TO BE COMPLETED BY APPLICANT:

I, (applicant's full name) \_\_\_\_\_, hereby authorize the Presbytery of Muskingum Valley and/or its agents to make an independent investigation of my background, references, character, past employment, education, criminal, or police records, including those maintained by both public and private organizations and all public records for the purpose of confirming the information contained on my application and/or obtaining other information, which may be material to my qualifications as a volunteer or for employment now, and if applicable, during the tenure of my volunteering or employment within the Presbytery of Muskingum Valley. The report may also contain information about me, relating to my criminal history, driving and/or motor vehicle records, social security number verification, verification of education or employment history, worker's compensation (only after a conditional job offer) or other background checks.

I release the Presbytery of Muskingum Valley and/or its agents and employees and any person or entity, which provides information pursuant to this authorization, from any and all liabilities, claims, or lawsuits arising out of or related to the investigative process and/or the information obtained from any and all of the above referenced sources.

The following is my true and complete legal name, and all information is true and correct to the best of my knowledge:

\*Full name (printed): \_\_\_\_\_ \*Date of Birth: \_\_\_\_\_

Maiden or other names used: \_\_\_\_\_

\*Current street address: \_\_\_\_\_

\*City/State Zip: \_\_\_\_\_ How Long? \_\_\_\_\_

Former street address (if above street address is less than 3 years) \_\_\_\_\_

City/State Zip: \_\_\_\_\_ How Long? \_\_\_\_\_

\*Social Security #: \_\_\_\_\_ Email: \_\_\_\_\_

\*Signature (Full Name): \_\_\_\_\_ Phone #: \_\_\_\_\_

\*PLEASE ATTACH A COPY OF DRIVER'S LICENSE OR PICTURE ID (\*required information)

updated 4/15/19