

## APPLICANT'S AUTHORIZATION TO RELEASE INFORMATION

As an applicant for a position with \_\_\_\_\_, I hereby authorize past employer and educational institutions to release information about my work history and education history for use to determine my qualifications for this position.

You may release or verify the following items:

Any information requested.

Past Employers:

- Salary History
- Dates of Employment
- Positions Held
- Duties and Responsibilities
- Attendance Record
- Reason for Leaving
- Eligibility for Rehire

Education Institutions:

- Years of Attendance
- Degree Obtained
- Transcript

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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

July 09