

**Georgia Department of Public Safety
Policy Manual**

EXHIBIT AUTHORIZATION FOR PURCHASING CARD BACKGROUND CHECKS	EXHIBIT NUMBER 7.17-2
REFERENCE PURCHASING CARD	DATE 8/3/2018
	EXHIBIT REVIEWED 8/3/2018



**STATE OF GEORGIA PURCHASING CARD
AUTHORIZATION FOR PURCHASING CARD BACKGROUND CHECKS**

I _____ understand that Georgia law requires that “employees hired for job positions for which purchasing cards are issued shall be subjected to criminal background checks before hiring and a credit check shall be completed by the hiring agency on all employees to whom a purchasing card is issued prior to issue.” O.C.G.A. § 50-5-83.

I _____ hereby voluntarily consent and specifically authorize _____, or its authorized representative bearing this release or copy thereof, to obtain a comprehensive review of my background through a consumer report for the purpose of authorizing me to hold a government purchasing card in connection with my employment. I understand that the scope of the consumer report/investigative consumer report will include, but is not limited to, the following areas: criminal background checks, credit history and reports, judgments and bankruptcy reports.

This authorization is given freely and voluntarily without duress or coercion and constitutes a written instruction under the Fair Credit Reporting Act.

I understand that, pursuant to the federal Fair Credit Reporting Act, if any adverse action is to be taken based upon the consumer report, a copy of the report and a summary of the consumer’s rights will be provided to me.

I am authorizing that a photocopy of this authorization be accepted with the same authority as the original.

Name Signature Date

Address (Street) City, State, Zip

Social Security Number Date of Birth Telephone Number

04-06-17

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