Sample documents should NOT be construed as legal advice, guidance or counsel. Employers should consult their own attorney about their compliance responsibilities under the Fair Credit Reporting Act and applicable state law. Validity Screening Solutions expressly disclaims any warranties or responsibility or damages associated with or arising out of information provided.

NOTICE REGARDING CREDIT CHECKS PER CALIFORNIA LAW

[INSERT EMPLOYER] (the "Company") intends to obtain information about you for employment screening purposes from a consumer reporting agency. Thus, you can expect to be the subject of "consumer credit reports" obtained for employment purposes. Such reports may include information about your character, general reputation, personal characteristics and mode of living. The results of this report may be used as a factor in making employment decisions. The source of any consumer credit report (as that term is defined under California law) will be Validity Screening Solutions, PO Box 25406, Overland Park, KS 66225, (913) 322-5999, https://validityscreening.com. The Company agrees to provide you with a copy of a consumer credit report when required to do so under California law.

☐ Please check this box if you would like to receive a copy of 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.

California Labor Code 1024.5 Notice Regarding Credit Checks:

Pursuant to Section 1024.5 of the California Labor Code, the Company informs you that it may obtain a credit report about you because you are seeking to work in the following position:

[_] A position covered by the executive exemption set forth in subparagraph (1) of paragraph (A) of Section 1 of Wage Order 4 of the Industrial Welfare Commission;
[_] A position in the state Department of Justice;
[_] A sworn peace officer or other law enforcement;
[_] 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, for any purpose other than the routine solicitation and processing of credit card applications in a retail establishment, to all of the following types of information of any one person: (A) bank or credit card account information; (B) social security number; and (C) date of birth;
[_] A position in which the person is or would be: (A) authorized to enter into financial transactions on behalf of the company; (B) authorized to transfer money on behalf of the employer; or (C) a named signatory on the bank or credit card account of the company.
[_] A position that involves access to confidential trade secret or other proprietary information; or
[_] A position that involves regular access to $10,000 or more of cash.

SAMPLE