Consent to Conduct
Criminal Background Check
Confidential

NOTE TO APPLICANTS/VOLUNTEERS: Second Harvest Foodbank of Southern Wisconsin conducts criminal background checks for all new volunteers. A criminal conviction or pending criminal charge may be a factor in having you volunteer.

The information requested below is required to conduct a criminal history background check and will not be used for any other purpose. Discrimination on the basis of age, gender, race or any other protected class status is prohibited by Second Harvest Foodbank of Southern Wisconsin.

A record of conviction and/or pending criminal charges is not an absolute bar to employment or ability to volunteer. Such information will be considered only if there is a substantial relationship between the circumstances of the conviction and/or pending charge and the volunteer position being applied for. Your completion of this form is part of your application process. Applicants must fill out the form accurately and completely. Applicants who fail to complete the form will not be further considered for employment. An applicant's failure to accurately and completely disclose his or her criminal conviction history may be grounds for removal from further consideration for a position.

Please print (for identification purposes only):

NAME: _____
First MI Last

OTHER NAMES (i.e. maiden name) YOU HAVE USED:_____

CURRENT ADDRESS_____

_____

How long at this address? _____

PREVIOUS ADDRESSES: (last 7 years-please list which years you were at each address)

_____

_____

DATE OF BIRTH: _____

GENDER: (Check one) □M □F

SOCIAL SECURITY NUMBER: X X X – X X - _____

DRIVER'S LICENSE NO. _____

STATE OF ISSUE_____

-OVER-

Have you ever been convicted of a felony, misdemeanor or ordinance violation (including receipt of a fine) other than non-moving traffic violations? □**YES** □**NO**
Failure to disclose a conviction for any felony will be considered an intentional omission. Please make every effort to be as accurate as possible when disclosing felonies, misdemeanors or ordinance violations

1. Nature of the Offense:_____

   _____

   Date of Conviction_____

   Name and Location of the Court_____

2. Nature of the Offense_____

   _____

   Date of Conviction_____

   Name and Location of the Court_____

If more than two offenses, please list on separate page.

Do you have any charges **pending** against you? □**Yes** □**No**

If yes, please indicate the nature of the charges:_____

Name and Location of the Court or Jurisdiction:_____

Additional Information:
I agree that Second Harvest Foodbank of Southern Wisconsin may conduct a criminal history background check. To the best of my knowledge, the information provided on this form is true and complete. I understand that falsification or omission of information constitutes grounds for not hiring me, allowing me to volunteer or for dismissal.

_____ _____
Signature Date