



**City of Alexandria
Fire Department
CREDIT HISTORY AUTHORIZATION FORM**

The City of Alexandria, Virginia, Fire Department utilizes many sources of information during the background investigation component of our employment process. Use of consumer credit reporting information is a very valuable tool and you should understand that the Department is required to obtain a separate and distinct authorization from you in order for the Department to obtain your consumer credit reporting history from a contracted consumer credit reporting agency. **Without this signed and executed authorization, we will be unable to process your application for employment with this agency.** **Note: Form must be notarized!**

CREDIT AUTHORIZATION FOR RELEASE OF HISTORY INFORMATION

I do hereby authorize the City of Alexandria, Virginia, Fire Department to review and obtain a full disclosure of all consumer credit history information and/or reports concerning myself for employment purposes only, whether said records are public or private, and including those which may be deemed to be of a privileged or confidential nature. I further understand that material contained in any of my consumer credit history reports may be a basis for the denial of employment with the City of Alexandria, Virginia, Fire Department.

Signature: _____ **Date:**

Print Name: _____ **Date of Birth:**

Social Security #: _____

To be completed by Notary:

County/City _____, *State of* _____

The foregoing instrument was acknowledged before me this _____ *day of* _____, 2009.

My commission expires _____.

NOTARY SIGNATURE: _____

