



LOVE
for lane county

**LOVE FOR LANE COUNTY
APPLICATION DISCLOSURE**

In accordance with the decision of the Board of Directors of Love for Lane County (LFLC), the following may limit involvement in or are disqualifiers for involvement as a LFLC Staff member, employee, board member, and/or volunteer:

- Felony conviction in the last 5 years (or pending felon case)
- Felony conviction involving sex crimes.
- Misdemeanor conviction (or pending misdemeanor case) involving sexual misconduct
- Misdemeanor conviction in the past 2 years

A conviction includes cases that involved a plea bargain to a lesser included crime, a plea of no contest, or involved post-conviction supervision which is commensurate to the higher charge.

Any application may be rejected, if in the opinion of Love for Lane County, the applicant should not serve Love for Lane County. Rejection on any application will be communicated to the applicant by the Love for Lane County Executive Director and that communication will include the reason for the rejection.

**LOVE FOR LANE COUNTY
PRIVACY POLICY DISCLOSURE**

Love for Lane County (LFLC) highly values the trust of its staff and volunteers. In light of this value, Love for Lane County is committed to protecting personal information about its staff and volunteers. Accordingly, LFLC adheres to the highest ethical standards in gathering, using, and safeguarding information that is entrusted to LFLC.

Authorization and Release forms and the product of the background check are considered confidential documents and will be filed in a secure file at LFLC. Information from the background reports will not be shared with anyone without the advanced express permission of the LFLC Executive Director and/or his/her designee. Such authorization will be made only if doing so enhances the security of LFLC. The LFLC Executive Director will release information as appropriate if the information is of such a nature as to require the release under Oregon Revised Statutes.

*I have read and understand the above Love for Lane County Disclosures
(Please initial and date below)*

Initial _____

Date _____



LOVE FOR LANE COUNTY
AUTHORIZATION & RELEASE FORM FOR PURPOSES OF CONDUCTING
A CRIMINAL AND PUBLIC RECORDS BACKGROUND CHECK

In accordance with the decision of the Board of Directors of Love for Lane County (LFLC) every LFLC Staff member, employee, board member, and volunteer which includes, but is not limited to, all those who work with or around children, youth, and adults, is required to undergo a criminal and public record background check. By completing this form and signing below, you are authorizing and releasing LFLC to complete this background check.

Additionally, Love for Lane County will send out an annual 'Self-Report Notice' as a reminder to immediately notify the Volunteer Coordinator or Executive Director if one has been charged with or convicted of a crime. Failure to report relevant convictions may result in disciplinary action, up to and including termination and/or release from duties. If we receive a report of a relevant conviction, a new criminal history check and/or motor vehicle history review may be required to confirm the report.

NAME: _____
First Name Middle Name Last Name (Maiden or AKA)

PHYSICAL ADDRESS: _____
Street City State Zip

HOW LONG HAVE YOU LIVED AT THIS ADDRESS: years _____ months _____

CELL PHONE: _____ HOME PHONE: _____

E-MAIL: _____ EMPLOYER: _____

SOCIAL SECURITY #: _____ BIRTH DATE ____/____/____
(SSN is required to do background check. It will be held in strict confidentiality and destroyed once background check is completed)

GENDER: _____ ETHNICITY/RACE: _____

DRIVERS LICENSE # _____ DL STATE: _____

Please read, sign, and date below:

I certify the above information is correct and complete. I agree and am willing to abide by the decision of the Board of Love for Lane County, and in accordance with this decision, I hereby authorize Love for Lane County to complete a criminal and public records background check on me through the appropriate agency of their choosing.

Signature Date

All blanks must be filled to run background check.