



BOYS & GIRLS CLUBS
OF GREATER SAN DIEGO

Volunteer Application & Release

(Please complete and return to the Branch you are applying to volunteer at.)

Date: / /

Name: _____
First Name Middle Name Last Name

Address: _____
(Street) (City) (State) (Zip)

Home Phone: _____ **Work Phone:** _____

Current Employer: _____

Title / Position: _____

Please list two personal or professional references:

Name	Address	Phone	Relationship

Name	Address	Phone	Relationship

Education / Experience: *(Please circle levels completed)*

High School / GED Business / Technical School AA BA / BS MC/MS PH.D.

Special Skills / Certificates: _____

Bilingual ___Yes ___No If yes, what language other than English: _____

First Aid Certification (please circle) Yes No Expiration Date: _____

CPR Certification (please circle) Yes No Expiration Date: _____

Reasons for wanting to volunteer: _____

Please list any relevant volunteer or work experience: _____

Volunteer jobs interested in (be specific): _____

Day & Times Available for Volunteering (*Please circle day and list times available*):

Monday	Tuesday	Wednesday	Thursday	Friday
_____	_____	_____	_____	_____
Saturday	Special Projects			
_____	_____			

Locations (*Please circle location you are interested in volunteering at*)

Borrego Springs	Clairemont	Encanto	Escondido (Mitchell branch)
Linda Vista	Logan Heights	Poway	Escondido (Baker branch)
Ramona	Valley Center	4S Ranch	

I acknowledge that I have been provided with a copy of:
Federal Credit Reporting Act & California Investigative Consumer Reporting Act

Signature of Applicant or Legal Guardian

Date

Have you ever been convicted of a crime? (Exclude misdemeanor convictions or marijuana related offenses more than 2 years old; convictions that have been sealed, expunged, or legally eradicated; and misdemeanor convictions for which probation was completed or other wise discharged and the case was dismissed)

Yes ____

No ____

If yes, briefly describe the nature of the crime(s), the date and place of convictions(s) and the legal disposition of the case(s):

I authorize the Boys & Girls Clubs of Greater San Diego and Verifications, Inc., a consumer-reporting agency, to retrieve information from all personnel, educational institutions, government agencies, companies, corporations, credit reporting agencies, law enforcement agencies at the federal, state or county level, relating to my past activities. I authorize these entities to supply any and all information concerning my background and I release all such entities from any liability in providing such information. The information received may include, but is not limited to, academic, residential, achievement, job performance, attendance, litigation, personal history, credit reports, driving records, and criminal history records. I understand some or all of this information may be transmitted electronically and authorize such transmission.

I understand that I will be given an opportunity to challenge the accuracy of any information received that appears to implicate me in criminal activities. To facilitate this challenge, I will be told the nature of the information and the agency from which it was obtained. It will be my responsibility to contact the agency. I further understand that the Boys & Girls Clubs of Greater San Diego may take action based on information obtained as a result of its information and/or my employment and or volunteer status terminated.

As an applicant/employee for a staff/volunteer position, I hereby attest to the truthfulness of the representations I have made. Except as I have disclosed, I have not been found guilty of or entered a plea of nolo contender or guilty to any offense. Further, other than for the offenses I have disclosed, I have not had a finding of delinquency or entered a plea of nolo contender or guilty to a petition of delinquency under the juvenile laws of this state or of any other state.

I further attest that I have not been judicially determined to have committed abuse or neglect of a child, nor do I have a confirmed report of child abuse or neglect or exploitation which has been contested or upheld administratively under the laws of this or any other state.

I understand that I must be truthful and, if any statement I have made is found to be false, I will be denied the position for which I am making application or, if already accepted, terminated from my position.

Name Printed

Date

Social Security Number

Date of Birth

Maiden Name or AKA & Year Changed

California Applicants Only - - In California, if you wish to receive a free copy of any **credit** report obtained, please indicate by checking this box. A summary of the provisions of California Civil Code Section 1786.22 is provided herewith.

Signature of Applicant or Legal Guardian

To Be Completed by Authorized Boys & Girls Clubs of Greater San Diego Staff

Background Check Completed: _____

Date

Verifier's Name (Printed)

FOR APPLICANT'S RECORDS – Please Keep Pages 4 - 6

A Summary of Your Rights Under the Fair Credit Reporting Act The Federal Fair Credit Reporting Act (FCRA) is designed to promote accuracy, fairness, and privacy of information in the files of every “consumer reporting agency” (CRA). Most CRAs are credit bureaus that gather and sell information about you -- such as if you pay your bills on time or have filed bankruptcy -- to creditors, employers, landlords, and other businesses. You can find the complete text of the FCRA, 15 U.S.C. §1681-1681u. The FCRA gives you specific rights, as outlined below. You may have additional rights under state law. You may contact a state or local consumer protection agency or a state attorney general to learn those rights.

- **You must be told if information in your file has been used against you.** Anyone who uses information from a CRA to take action against you -- such as denying an application for credit, insurance, or employment -- must tell you, and give you the name, address, and phone number of the CRA that provided the consumer report.
- **You can find out what is in your file.** At your request, a CRA must give you the information in your file, and a list of everyone who has requested it recently. There is no charge for the report if a person has taken action against you because of information supplied by the CRA, if you request the report within 60 days of receiving notice of the action. You also are entitled to one free report every twelve months upon request if you certify that (1) you are unemployed and plan to seek employment within 60 days, (2) you are on welfare, or (3) your report is inaccurate due to fraud. Otherwise, a CRA may charge you up to eight dollars.
- **You can dispute inaccurate information with the CRA.** If you tell a CRA that your file contains inaccurate information, the CRA must investigate the items (usually within 30 days) by presenting to its information source all relevant evidence you submit, unless your dispute is frivolous. The source must review your evidence and report its findings to the CRA. (The source also must advise national CRAs -- to which it has provided the data -- of any error.) The CRA must give you a written report of the investigation, and a copy of your report if the investigation results in any change. If the CRA's investigation does not resolve the dispute, you may add a brief statement to your file. The CRA must normally include a summary of your statement in future reports. If an item is deleted or a dispute statement is filed, you may ask that anyone who has recently received your report be notified of the change.
- **Inaccurate information must be corrected or deleted.** A CRA must remove or correct inaccurate or unverified information from its files, usually within 30 days after you dispute it. **However, the CRA is not required to remove accurate data from your file unless it is outdated (as described below) or cannot be verified.** If your dispute results in any change to your report, the CRA cannot reinsert into your file a disputed item unless the information source verifies its accuracy and completeness. In addition, the CRA must give you a written notice telling you it has reinserted the item. The notice must include the name, address and phone number of the information source.
- **You can dispute inaccurate items with the source of the information.** If you tell anyone -- such as a creditor who reports to a CRA -- that you dispute an item, they may not then report the information to a CRA without including a notice of your dispute. In addition, once you've notified the source of the error in writing, it may not continue to report the information if it is, in fact, an error.
- **Outdated information may not be reported.** In most cases, a CRA may not report negative information that is more than seven years old; ten years for bankruptcies.
- **Access to your file is limited.** A CRA may provide information about you only to people with a need recognized by the FCRA -- usually to consider an application with a creditor, insurer, employer, landlord, or other business.
- **Your consent is required for reports that are provided to employers, or reports that contain medical information.** A CRA may not give out information about you to your employer, or prospective employer, without your written consent. A CRA may not report medical information about you to creditors, insurers, or employers without your permission.
- **You may choose to exclude your name from CRA lists for unsolicited credit and insurance offers.** Creditors and insurers may use file information as the basis for sending you unsolicited offers of credit or insurance. Such offers must include a toll-free phone number for you to call if you want your name and address removed from future lists. If you call, you must be kept off the lists for to years. If you request, complete, and return the CRA form provided for this purpose, you must be taken off the lists indefinitely.
- **You may seek damages from violators.** If a CRA, a user or (in some cases) a provider of CRA data, violates the FCRA, you may sue them in state or federal court.

Identity theft victims and active duty military personnel have additional rights. Victims of identity theft have new rights under the FCRA. Active-duty military personnel who are away from their regular duty station may file “active duty” alerts to help prevent identity theft.

For more information or to obtain this in Spanish, visit www.ftc.gov/credit.

The FCRA gives several different federal agencies authority to enforce the FCRA:

FOR QUESTIONS OR CONCERNS REGARDING PLEASE CONTACT

CRAs, creditors and others not listed below.

Federal Trade Commission Consumer Response Center-
FCRA Washington, DC 20580 * 202-326-3761

National banks, federal branches agencies of foreign banks Office of the Comptroller of the (word “National” or initials “NA.” appear in or Currency after bank’s name)

Compliance Management. Mail Stop 6-6
Washington, DC 20210 * 800-613-6743

Federal Reserve System member banks
Federal Reserve Board (except national banks, and federal branches agencies Division of Consumer & Community of foreign banks) Affairs
Washington, DC 20551 * 202 452 3693
Savings associations and federally chartered savings banks
Office of Thrift Supervision (word "Federal" or initials "F.S.B." appear in federal Consumer Programs institution's name)
Washington, DC 20552 * 800-842-6020

Federal credit unions (words "Federal Credit Union"
National Credit Union Administration appear in institution's name)
1775 Duke Street Alexandria, VA 22314 * 703-518-6300

State-chartered banks that are not members of the Federal Deposit Insurance Corporation
Federal Reserve System Division of Compliance & Consumer Affairs
Washington, DC 20429 *800-934-FDIC

Air, surface or rail common carriers regulated by former
Department of Transportation Civil Aeronautics Board or Interstate Commerce Commission Office of Financial
Management
Washington, DC 20500 * 202-366-1306

Activities subject to the Packers and Stockyards Act, 1921
Department of Agriculture Office of Deputy Administrator-GIPSA
Washington, DC 20250 * 202-720-7051

California Investigative Consumer Reporting Agencies Act

COMPLETE TEXT OF SECTION OF THE LAW CONTAINING THE REQUIRED NOTICE TO CONSUMERS (Effective January 1, 2002) The section of the California Civil Code, which are your rights under the Amended Act, are set out below in full.

§ 1786.22. (a) An investigative consumer reporting agency shall supply files and information required under Section 1786.10 during normal business hours and on reasonable notice.

(b) Files maintained on a consumer shall be made available for the consumer's visual inspection, as follows: (1) In person, if he/she appears in person and furnishes proper identification. A copy of his/her file shall also be available to the consumer for a fee not to exceed the actual costs of duplication services provided. (2) By certified mail, if he/she makes a written request, with proper identification, for copies to be sent to a specified addressee. Investigative consumer reporting agencies complying with requests for certified mailing under this section shall not be liable for disclosures to third parties caused by mishandling of mail after such mailings leave the investigative consumer reporting agencies. (3) A summary of all information contained in files on a consumer and required to be provided by Section 1786.10 shall be provided by telephone, if the consumer has made written request, with proper identification for telephone disclosure, and the toll charge, if any, for the telephone call is prepaid by or charged directly to the consumer.

(c) The term "proper identification" as used in subdivision (b) shall mean that information generally deemed sufficient to identify a person. Such information includes documents such as a valid driver's license, social security account number, military identification card, and credit cards. Only if the consumer is unable to reasonably identify himself with the information described above, may an investigative consumer reporting agency require additional information concerning the consumer's employment and personal or family history in order to verify his/her identity.

(d) The investigative consumer reporting agency shall provide trained personnel to explain to the consumer any information furnished him/her pursuant to Section 1786.10

(e) The investigative consumer reporting agency shall provide a written explanation of any coded information contained in files maintained on a consumer. This written explanation shall be distributed whenever a file is provided to a consumer for visual inspection as required under Section 1786.22.

(f) The consumer shall be permitted to be accompanied by one other person of his choosing, who shall furnish reasonable identification. An investigative consumer reporting agency may require the consumer to furnish a written statement granting permission to the consumer reporting agency to discuss the consumer's files in such person's presence.