



# CertifiedBackground.com

## -----Student Release Form for Ordering by Mail-----

### Certifiedbackground.com Release Form

The information provided to CertifiedBackground.com (hereinafter, "The Company") is true to the best of my knowledge and belief. I understand and agree that all information furnished in my application and all attachments may be verified by the Company or its authorized representative. I hereby authorize all individuals, organizations named or referred to in my application and any law enforcement organization to give The Company all information relative to such verification and hereby release such individuals, organizations, and The Company from any and all liability for any claim or damage resulting therefrom. I hereby acknowledge that I have been informed by The Company that The Company may seek to obtain a consumer report and/or investigative report that will include personal information regarding me, including but not limited to, educational history, work references, driving record, and criminal convictions or arrest records if allowed, in order to assist The Company in completing a thorough background investigation. I further acknowledge notification by The Company the reports may be provided to The Company by other firms subcontracted for that purpose. I, my heirs, assigns and legal representatives, hereby release and fully discharge The Company, its parent and affiliated companies and the respective officers, directors, shareholders, employees, agents of each, including subcontractors, from any and all claims, monetary or otherwise, that I may have against The Company, its parent, affiliates or subcontractors, arising out of the making, or use of, either a consumer report and/or investigative report, including any errors or omissions contained or omitted from such reports or investigations.

PLEASE PRINT CLEARLY IN INK. ILLEGIBLE FORMS WILL DELAY YOUR RESULTS. **All Fields are Required.**

(PLEASE PRINT) Full Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date of Birth : \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Sex (circle one): M F

Email Address: \_\_\_\_\_

School/Institution: Orange Coast College

Department/Program: \_\_\_\_\_ Package Code: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**\*Please mail this completed form, along with a Money Order for \$91.00 (includes \$10 processing fee) to:**

**CertifiedBackground.com/Castle Branch, Inc.  
1845 Sir Tyler Drive  
Wilmington, NC 28405**

Package contents include: County Criminal Records (Past 7 Years), Residency History Search, Social Security Alert, Nationwide Healthcare Fraud & Abuse Registry (OIG/GSA), Nationwide Sexual Offender Registry, Certified Drug Test, & Student Badge.

**All reports will be kept strictly confidential. Allow an additional 7 days for processing.**