

Please return completed form to HR Department.



Criminal Background Check Release Form

Department: _____

New Employee _____

Position: _____

Returning Employee _____

Volunteer _____

Last Name: _____

First Name: _____ **Middle Initial:** _____

Date of Birth: _____ **Sex:** _____

Race: _____

(A=Asian/Pacific Islander, B=Black, I=American Indian/Alaskan Native, W=White, U=Unknown)

I understand that a successful criminal background check is a condition of employment with the Elk Grove Park District and that while I may be allowed to commence employment after a criminal background search has been initiated, such employment will be conditional pending the return of the results of said search to the Elk Grove Park District, at which time my employment with the park district may be terminated without liability by the park district in the event that the results of the search reveal a conviction or convictions for any one or more of the prohibited offenses.

I consent to the Elk Grove Park District obtaining my criminal conviction history from the Illinois State Police or the FBI.

I understand I will be provided a copy of the criminal background check if any convictions are reported, and my duty under the law to notify the Elk Grove Park District within 7 working days if the information is inaccurate or incomplete.

I hereby fully release and discharge the Elk Grove Park District, its commissioners, officers, agents and employees, from any and all claims for damages which may arise from participating in or as a result of the criminal background check, except for willful and wanton conduct.

I have read and fully understand this release form.

This form will be kept on file by the Elk Grove Park District for a minimum of 2 years.

Signature: _____ **Date:** _____

Printed Name: _____ **Phone:** _____

Address: _____

If employee is under 16 years of age:

Parent/Guardian Signature: _____