

# AUTHORIZATION FOR GUEST BACKGROUND CHECK

## PURPOSE

In the interest of maintaining the safety and security of our guests, employees, volunteers, and property, Ronald McDonald House Charities of the Inland Northwest (RMHC INW) will order an “investigative consumer report” based on public record sources through SISCO (Security Identification Systems Corporation) for the purpose of evaluating you for selection (temporary lodging) and/or if selected, for continued temporary lodging, reassignment, or retention. SISCO is located at: 3595 Fiscal Court, West Palm Beach, FL 33404, and can be reached at 561-691-0050 or at its website address at [www.siscocorp.com](http://www.siscocorp.com).

RMHC INW may deny admittance to anyone with a conviction who may pose a potential threat to the health, safety, welfare, or ability of other guest families, staff and/or volunteers to peacefully enjoy their “home away from home”. Such convictions or pending cases include, but are not limited to, violent crime, domestic violence, child abuse, sexual offense, illegal drug activity, burglary and/or theft, hate crime and internet crime. Additionally, RMHC INW will not admit anyone who is found to be the subject of a pending case alleging violent crime, domestic violence, child abuse, sexual offense, illegal drug activity or burglary and/or theft.

## YOUR RIGHTS

Under the federal Fair Credit Reporting Act and the Washington Fair Credit Reporting Act, if information in such a report is relied on to make an adverse temporary lodging decision, you may be provided with a copy of the report before the decision is final, along with a description of your rights, all of which is accessible at [rmhcinlandnw.org](http://rmhcinlandnw.org).

You have the right to get from RMHC INW a complete and accurate disclosure of the nature and scope of the investigative consumer report ordered, if any, if a request for this information is submitted in writing to RMHC INW. Such disclosure will be made to you within five days of the date on which we receive the request from you, or within five days of the time the report was first requested, whichever is later in time. You also have the right to request from SISCO a written summary of your rights under the Washington Fair Credit Reporting Act. You may request more information about the nature and scope of an investigative consumer report, if any, by calling RMHC INW (Spokane Campus at 509-624-0500 or Northern Idaho House at 208-769-3700).

*Notice to California Residents: Under section 1786.22 of the California Civil Code, you may view the file maintained on you by SISCO during normal business hours. You may also obtain a copy of this file, either in person or by mail, by submitting proper identification and paying the costs of duplication services. For more information visit [www.siscocorp.com](http://www.siscocorp.com).*

## AUTHORIZATION FOR BACKGROUND CHECKS

### **I understand:**

- RMHC INW may obtain my background report, including investigative consumer reports, for the purpose of considering me for temporary lodging.
- RMHC INW may rely on this authorization to order additional background reports, from other background check companies, during my temporary lodging without asking me for my authorization again as allowed by law.
- A copy of this form is valid like the signed original.
- All the personal information I provided is true and correct. I further understand that this investigative background search form is for permanent retention in my guest file.

### **I authorize:**

- RMHC INW to disclose to SISCO and its agents all information about or concerning me, including but not limited to my full name and date of birth
- The following agencies and entities to disclose to SISCO and its agents all information about or concerning me, including but not limited to law enforcement and all other federal, state, and local courts and agencies, motor vehicle records agencies, and other agencies if applicable.

Guest's Name \_\_\_\_\_  
  First  Middle  Last

Guest's Previous Names \_\_\_\_\_ Date of Birth \_\_\_\_\_

Guest's Signature \_\_\_\_\_ Date \_\_\_\_\_