



## **AUTHORIZATION FOR RELEASE OF DATA**

I authorize the City of Plainview (City) and its representatives to make an investigation of any information contained in my application and/or supplemental materials I have submitted in consideration for the position of \_\_\_\_\_. I authorize and request that my past and present employers and educational institutions release any data concerning my employment and educational background to the City that the City requests verbally or in writing.

The data obtained will be used by the City to evaluate my qualifications for employment and may be disclosed to elected and appointed officials and employees of the City whose work assignments reasonably require access during the hiring process; enforcement agencies with legal authority; and persons/entities authorized by law or court order.

To the fullest extent permitted by law, I release my past or present employers and educational institutions from responsibility for any harm or damages that I may experience as a result of their good faith compliance with this authorization.

I understand that I am voluntarily asking my past or present employers and educational institutions to release the data and I am not legally required to sign this authorization, but if I do not do so, the City may be unable to adequately evaluate my qualifications for employment.

I also understand that although the data may be classified as private at my past or present employers and educational institutions, the classification and treatment of the data at the City may not be the same and is dependent on laws or policies that apply to the City.

This authorization is valid for one year from the date below or until the purpose has been fulfilled, whichever occurs first. This authorization may be withdrawn by notifying the City in writing, but such withdrawal does not affect the validity of disclosures made prior to the withdrawal notice. A photocopy of this release is valid for all purposes as an original.

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Full Legal Name

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Signature

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Date