**NOTIFICATION AND AUTHORIZATION TO CONDUCT MOTOR VEHICLE RECORDS INVESTIGATION**

*Form updated January, 2020*

I hereby authorize *Justifacts Credential Verification, Inc*, an Agent for *Johns Hopkins University,* to ascertain information regarding my background to determine any and all information of concern to my record, whether same is of record or not, and I release Johns Hopkins University and persons named in my application from all liability for any damages on account of his/her furnishing said information. I understand that this form indicates that a motor vehicle records search will be conducted and that this is my notification of that intent. I understand that the purpose of this background investigation is to determine my suitability to drive the Johns Hopkins University fleet vehicles. Additionally, I hereby authorize you to make any investigation of motor vehicle records through an investigative or credit agency or bureau of your choice. I authorize the release of this information by the appropriate agencies to the investigating service. I understand that my consent will apply throughout my enrollment as a full-time student, unless I revoke or cancel my consent by sending a signed letter or statement to Johns Hopkins University at any time, stating that I revoke my consent and no longer allow Johns Hopkins University to obtain motor vehicle records about me. Such notice of revocation of consent to Johns Hopkins University shall be sent to: Johns Hopkins University Transportation Services, 3910 Keswick Rd Suite N3100 Baltimore, MD 21211.

**FULL NAME:**

***Last First Middle Suffix (Jr., III, etc.)***

***E-Mail Address Social Security Number Date of Birth Phone Number***

***Driver License Number State Where Driver License Was Issued***

***ADDRESS ON LICENSE:***

***Street Address City State Zip Code***

***Signature Date***

***NOTICE:*** *Under federal law, you have the right to request disclosure of the nature and scope of our investigation by providing us with a written request within 60 days of our background investigation.*

*Subscriber certifies that consumer credit information, consumer reports, as defined by the Fair Credit Reporting Act, 15 U.S.C. 1681 at seq. (“FCRA”), will be ordered only when intended to be used as a factor in establishing a consumer’s eligibility for employment and that consumer credit information will be used for no other purposes. It is recognized and understood that the FCRA provides that anyone “who knowingly and willfully obtains information on a consumer from a consumer reporting agency” (such as Justifacts) “under false pretenses shall be fined not more than $2,500 or imprisoned not more than two years or both.”*