

***The New Macedonia Baptist Church, Inc.
The Robert L. Walls Senior Citizen Center, Inc.
Washington, DC***

***Authorization for Criminal Background Check
For Volunteers***

The New Macedonia Baptist Church and its ministry partners take every effort necessary to ensure the safety and well being of our members and employees. To that end, The New Macedonia Baptist Church, and its ministry partners reserve the right to conduct criminal background checks on all potential and existing volunteers interested in serving at church. To complete this background check, we request that you provide to us the information on the attached form. Your privacy will be protected. We will not share your personal information with anyone inside or outside The New Macedonia Baptist Church or its ministry partners, other than those in leadership on a “need to know” basis.

In the event that a criminal record exists, consideration may be given to the relationship of the charges and/or conviction and the responsibilities of the position for which you are being considered. Factors such as age at the time of the criminal charges or criminal offense, seriousness and nature of the violation, time elapsed and subsequent rehabilitation will be taken into account. However, relevant position/activity-related criminal charges or conviction are grounds for non-selection, or removal if you are an existing employee. Conviction is defined as including all felonies and misdemeanors with the exception of minor traffic violations (For positions that do not require driving; otherwise “conviction” would include such infractions). Falsification of information or failure to disclose criminal charges/convictions is grounds for termination or non-selection as an employee.

Thank you for your interest in joining our team. We appreciate your cooperation in this selection process for volunteers and your participation in helping us ensure a safe environment for our members, employees and visitors.

Background Check Disclosure

1. In connection with my expressed interest in working as a volunteer at The New Macedonia Baptist Church or its ministry partners (i.e., Robert L. Walls Senior Citizen Center), I understand that an investigative report will be requested from public or private sources regarding the existence and content of any criminal record on my behalf.
2. I authorize, without reservation, any law enforcement agency, court, institution, information service bureau or other organization, contacted by representatives of The New Macedonia Baptist Church or its ministry partners, to furnish the information requested. I understand I will receive electronically or in hardcopy an Acknowledgement and Authorization for Background Check and an Investigative Consumer Report from the background check vendor of The New Macedonia Baptist Church (VerifiedFirst). I agree to complete and return the electronic or hardcopy form (based upon how I received the form) within two business days.
3. Furthermore, I, the undersigned, do for myself, my heirs, executors and administrators, hereby remise, release and forever discharge and agree to indemnify The New Macedonia Baptist Church, its ministry partners and each of its officers, directors, employees and agents harmless from and against any and all causes of action, suits, liabilities, costs, debts and sums of money, claims and demands whatsoever, and any and all related attorney's fees, court costs, and other expenses resulting from my falsification of or investigation of my background in connection with my expressed desire for volunteer service with The New Macedonia Baptist Church or its ministry partners.

PLEASE COMPLETE THE FOLLOWING TO RECEIVE THE BACKGROUND CHECK ACKNOWLEDGEMENT AND AUTHORIZATION FORM:

Signature _____ Today's Date ____/____/____

Please print:

Name: (last) _____ (first) _____ (mi) ____

Phone number: _____

Email Address:
