

**CONSENT TO OBTAIN CREDIT INFORMATION AND  
PERFORM A BACKGROUND CHECK**

As part of my application for potential employment, I hereby authorize The Citizens Bank Company to:

- Obtain information on me from a Credit Reporting Agency and
- Perform a Background check through PeopleFacts.

I understand that the Bank will be seeking information related to my credit history and that is it not the Bank's intent to seek an Investigative Consumer Report at this time. If it becomes necessary to require this type of report, I will be asked to authorize that request separately.

The Bank agrees that it will not use these reports in violation of any equal opportunity laws or regulations and it will provide a copy of the reports and "Summary of Rights" to the applicant in the event that employment is denied based on information contained therein.

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**APPLICANT STATEMENT**

By signing below, I acknowledge the statement above as a clear and conspicuous written disclosure as to the purpose and intent of the Bank's need to obtain a report from a Credit Reporting Agency and PeopleFacts.

\_\_\_\_\_  
Applicant's Printed Name

\_\_\_\_\_  
Social Security #

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**THE CITIZENS BANK COMPANY APPLICATION FOR EMPLOYMENT**

Please Print

Name \_\_\_\_\_

Last

First

Middle

Social Security Number: \_\_\_\_\_ Date of Birth \_\_\_\_\_

Address \_\_\_\_\_

Street

P.O. Box

City

State

Zip

Phone

Position applied for \_\_\_\_\_

Would you accept full-time work?  Yes  No      Would you accept part-time work?  Yes  No

On what date would you be available for work? \_\_\_\_\_

Special training or skills that would benefit you and the Bank in the job for which you are applying: \_\_\_\_\_

Have you ever been employed with The Citizens Bank Company?  Yes  No    If Yes, when \_\_\_\_\_

**EDUCATIONAL BACKGROUND**

**High School:** \_\_\_\_\_ Location: \_\_\_\_\_

Did you graduate?  Yes  No

**College:** \_\_\_\_\_ Location: \_\_\_\_\_

Course of Study: \_\_\_\_\_ Did you graduate?  Yes  No    Degree: \_\_\_\_\_

**Vocational Training/Other:** \_\_\_\_\_ Location: \_\_\_\_\_

Did you graduate?  Yes  No      Degree or Diploma: \_\_\_\_\_

**Graduate School:** \_\_\_\_\_ Location: \_\_\_\_\_

Course of Study: \_\_\_\_\_ Did you graduate?  Yes  No    Degree: \_\_\_\_\_

**EMPLOYMENT – Place an X by any employer you DO NOT want us to contact. List your most recent employer first. You may include any verified work performed on a volunteer basis.**

Employer: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Job Title: \_\_\_\_\_ Dates Employed: From (mm/yy) \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ to \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Hourly rate/salary: Starting \_\_\_\_\_/Final \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

Employer: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Job Title: \_\_\_\_\_ Dates Employed: From (mm/yy) \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ to \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Hourly rate/salary: Starting \_\_\_\_\_/Final \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

Employer: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Job Title: \_\_\_\_\_ Dates Employed: From (mm/yy) \_\_\_\_\_ / \_\_\_\_\_ to \_\_\_\_\_ / \_\_\_\_\_

Hourly rate/salary: Starting \_\_\_\_\_ /Final \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

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**APPLICANT STATEMENT**

I certify that all the information submitted by me on this application is true and complete, and I understand that if any false or misleading information, omissions, or misrepresentations are discovered, my application may be rejected and if I am employed, my employment may be terminated at any time. If hired, I agree to conform to The Citizens Bank Company's rules and regulations, and I understand that these rules and/or the employee handbook do not form a contract of employment either expressed or implied, and I agree that my employment and compensation can be terminated, with or without cause and with or without notice, at any time, at either my or the Bank's option.

I also understand and agree that the terms and conditions of my employment may be changed, with or without cause and with or without notice, at any time by the Bank. I expressly authorize, without reservation, the Bank to contact and obtain information from all references (personal and professional), employers, and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding the Bank for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the employment process.

I understand that this application remains current for only 30 days. At the conclusion of that time, if I have not heard from the Bank and still wish to be considered for employment, it will be necessary for me to reapply and fill out a new application.

The Bank does not tolerate unlawful discrimination or harassment based on sex, race, color, religion, national origin, citizenship, age, disability or any other protected status under applicable federal, state, or local law.

\_\_\_\_\_  
Applicant's Printed Name

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

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**BANK USE ONLY**

\_\_\_\_\_  
Date Application Received

**NOTES/COMMENTS**

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