


**Consent for Disclosure of Personal Information for Background Checks**

**Disclosure Regarding Employment Background Report (U.S. Residents Only)**

The Employment Solution (TES) ("the Company") may obtain from Sterling Talent Solutions and its parent, affiliates and subsidiaries ("Sterling"), 200-19433 96th Ave., Surrey, BC, Canada V4N 4C4, (866) 455-5671, [www.sterlingtalentsolutions.ca](http://www.sterlingtalentsolutions.ca), a consumer report and/or an investigative consumer report ("Report") that contains background information about you in connection with your employment or employment application. If you are hired, to the extent permitted by law, the Company may obtain from Sterling Talent Solutions further Reports throughout your employment for an employment purpose without providing further disclosure or obtaining additional consent. The Report may contain information about your character, general reputation, personal characteristics and mode of living. The Report may include, but is not limited to, credit reports and credit history information; criminal and other public records and history; public court records (e.g., bankruptcies, tax liens and judgments); motor vehicle and driving records; educational and employment history, including professional disciplinary actions; drug/alcohol test results; and Social Security verification and address history, subject to any limitations imposed by applicable federal and state law. This information may be obtained from public record and private sources, including credit bureaus, government agencies and judicial records, former employers and educational institutions, and other sources. If an investigative consumer Report is obtained, in addition to the description above, the nature and scope of any such Report will be employment verifications and references, or personal references.

☐ By clicking this box, you confirm that you have read and understand the Disclosure above.

Candidate Signature:

**X** 

Date: (dd/mm/yyyy)▼  
27/02/2018

## Consent for Disclosure of Personal Information for Background Checks

Do you currently reside in the United States? ☐ Yes ☒ No

### Authorization to Obtain Employment Background Report (U.S. Residents Only)

I have read the Disclosure Regarding Employment Background Report provided by the Company and this Authorization to Obtain Employment Background Report. By clicking below and providing my signature at the end of this interview, I hereby consent to the preparation by Sterling Talent Solutions of Reports regarding me and the release of such Reports to the Company and its designated representatives, to assist the Company in making an employment decision involving me at any time after receipt of this authorization and throughout my employment, to the extent permitted by law. To this end, I hereby authorize, without reservation, any state or federal law enforcement agency or court, educational institution, motor vehicle record agency, credit bureau or other information service bureau or data repository, or employer to furnish any and all information regarding me to Sterling Talent Solutions and/or the Company itself, and authorize Sterling Talent Solutions to provide such information to the Company. I agree that a facsimile ("fax"), electronic or photographic copy of this Authorization shall be as valid as the original. I acknowledge receipt of a copy of the Consumer Financial Protection Bureau's "Summary of Your Rights under the Fair Credit Reporting Act".

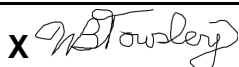
☐ By clicking this box, you confirm that you have read and understand the Authorization above and consent to Reports being prepared and release to the Company.

☐ By clicking this box, you confirm that you are a resident of California and have read and understand the California Disclosure Regarding Employment Background Report above and consent to Reports being prepared and released to the Company.

Residents of the following states, please indicate below if you would like to receive a free copy of any Report obtained by the Company from Sterling Talent Solutions: California, Massachusetts, Minnesota, New Jersey, Oklahoma

☐ Yes ☐ No

Candidate Signature:

X 

Date: (dd/mm/yyyy) ▼  
27/02/2018

## Consent for Disclosure of Personal Information for Background Checks

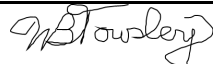
### Privacy Notice

To evaluate your suitability for employment or another business relationship, The Employment Solution (TES) ("the Company") will ask Sterling Talent Solutions and its parent, affiliates and subsidiaries ("Sterling", "we" or "us") to create a background check report or reports ("Reports") consisting of one or more background check services ("Services"). Collection: We may collect the following types of personal information about you: identification information and documents; address history; police records; court records; employment history, including fiduciary or directorship responsibilities; education history; financial information, including credit history, bankruptcy and financial judgments; driving records; membership, registration or disciplinary action with regulatory or professional bodies; inclusion on watch or sanctions lists; social media activity; mentions in online or print media; or opinions about your performance, qualifications and character. We may collect personal information directly from you, the Company, or third parties such as police, courts, employers, educational institutions, consumer reporting agencies, government agencies, regulatory or professional bodies, references you provide and publicly available print or online sources. We may compare information received from different sources for consistency. The exact types and sources of personal information will depend on the Services requested by the Company. Use: Our data entry, order fulfillment, quality assurance, client service, finance and compliance teams may use your personal information to complete Services, prepare Reports and communicate with you or the Company. These teams include our employees in Canada, the Philippines, India and the United Kingdom. Personal information may be transferred to additional countries if we need to collect personal information from those countries or use a language other than English or French. Wherever your information is transferred, it will be handled in accordance with our privacy and security policies and Canadian laws, but it may also be subject to foreign laws. Disclosure: We will disclose your personal information to the Company. We may also disclose information, such as your name, date of birth, identifying numbers, signature, contact information, and relationship with the Company, to third parties as necessary for them to provide your personal information to us. Storage and retention: We will store your personal information on servers located in Canada and the United States. We will keep your personal information for as long as we need it to complete the Services, deliver and maintain Reports for the Company and fulfill our legal and contractual obligations, after which it will be destroyed. Your rights: You have a right to access your personal information, dispute its accuracy or completeness, be told its sources and to whom it has been disclosed, and modify or withdraw your consent for its collection, use and disclosure. You have a right to ask questions or complain about how we handle your personal information. To do any of these things, contact one of our Privacy Analysts at [privacy@sterlingts.com](mailto:privacy@sterlingts.com), 1-866-455-5671 or Suite 200, 19433 96 Ave, Surrey BC V4N 4C4. For more information about our privacy and security policies, go to [www.sterlingtalentsolutions.ca/privacy](http://www.sterlingtalentsolutions.ca/privacy). To understand what Services will be ordered, why Reports are being requested, what will be done with personal information disclosed to the Company, or the consequences of not providing your personal information, please speak to your contact with the Company.

### Consent for Collection, Use and Disclosure of Personal Information

By clicking below and providing my signature at the end of this process, I acknowledge that I have read the privacy notice above and consent to the collection, use and disclosure of my personal information as described in it, effective immediately and continuing for a period of one (1) year. I certify that personal information provided to Sterling Talent Solutions and the Company is complete and accurate to the best of my knowledge, and I understand that providing inaccurate, incomplete or misleading information may disqualify me from consideration by the Company.

☒ By clicking this box, you confirm that you have read and understand the Privacy Notice and consent to the collection, use and disclosure of your personal information as described in it

Given Name(s): ▼ William		Middle Name(s): ▼ Bruce	
Surname: ▼ Towsley	Maiden Name: ▼		Gender: ▼ <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other
Given Name Alias: ▼ Bill	Middle Name Alias: ▼ Bill	Surname Alias: ▼ Towsley	
Current Address: ▼ 192089 239 Ave W		From: ▼ 2006-10	To: ▼
Unit Number	Street Number	Street Name	yyy mm yyy mm
Current Address Continued: ▼ Foothills		Canada	T1S 2Z3
City	Province	Country	Postal Code
Previous Address – if less than 5 years ago: ▼		From: ▼	To: ▼
Unit Number	Street Number	Street Name	yyy mm yyy mm
Previous Address – Continued: ▼			
City	Province	Country	Postal Code
Telephone Number: ▼ 403 5109449	Alternative Telephone Number: ▼ 403 9315748	Email Address: ▼ <a href="mailto:bill.towsley@ccubeddi.com">bill.towsley@ccubeddi.com</a>	Position Applied For: ▼ Business Analyst Consultant
Candidate Signature: X 		Date: (dd/mm/yyyy) ▼ 27/02/2018	

**Consent for Disclosure of Personal Information**  
**Name Based Canadian Criminal Record Check**

**NOTE:** The following information and photocopies of identification are for identification purposes only, allowing Sterling Talent Solutions to accurately proceed with the assembly of a name based criminal record check for employment purposes. Sterling will hold all personal information confidential.

Given Name(s): ▼ <b>William</b>		Middle Name(s): ▼ <b>Bruce</b>	
Surname: ▼ <b>Towsley</b>		Maiden name: ▼	
Given Name Alias: ▼ <b>Bill</b>	Middle Name Alias: ▼ <b>Bill</b>		Surname Alias: ▼ <b>Towsley</b>
Place of Birth: ▼ <b>Ontario</b> <b>Canada</b> <small>Province Country</small>		Date of Birth: ▼ <b>1957-6-6</b> <small>yyyy mm dd</small>	
Current Address: ▼ <b>192089 239 Ave W</b> <small>Unit Number Street Number Street Name</small>		From: ▼ <b>2006-10</b> <small>yyyy mm</small>	To: ▼  <small>yyyy mm</small>
Current Address Continued: ▼ <b>Foothills</b> <b>Alberta</b> <b>Canada</b> <small>City Province Country</small>		<b>T1S 2Z3</b> <small>Postal Code</small>	
Previous Address – if less than 5 years ago: ▼  <small>Unit Number Street Number Street Name</small>		From: ▼  <small>yyyy mm</small>	To: ▼  <small>yyyy mm</small>
Previous Address – Continued: ▼  <small>City Province Country Postal Code</small>			
Telephone Number: ▼ <b>403 5109449</b>	Alternative Telephone Number: ▼ <b>403 9315748</b>	Email Address: ▼ <b>bill.towsley@ccubeddi.com</b>	Position Applied For: ▼ <b>Business Analyst Consultant</b>

**I certify that the information in this Disclosure for Personal Information is true and correct to the best of my ability.**

<b>Declaration of Offences</b>	Have you been convicted of an offence for which a pardon/record suspension has not been granted? <input type="radio"/> Yes <input checked="" type="radio"/> No			
	If you have answered <b>Yes</b> to the question above, please provide details on those criminal convictions			
	<b>Offence</b>	<b>Date (yyyy/mm)</b>	<b>Location</b>	<b>Penalty</b>

<b>Statement of Understanding and Consent</b>	If a Canadian Criminal Record Check is requested by the Company, a search of the Royal Canadian Mounted Police (RCMP) National Repository of Criminal Records will be conducted by a Canadian police service on our behalf through the Identification Data Bank of the Canadian Police Information Centre (CPIC) using your name(s), date of birth and declared criminal record. The result will indicate whether a criminal record exists that may match your personal information, and whether your declared criminal record is a complete and accurate match to the record on file. In some cases, the search may be inconclusive. We will not receive details of your criminal record other than those you provide. Only the submission of your fingerprints to the RCMP can result in the release of a Certified Criminal Record and resolve inconclusive or disputed results. For more information, please contact one of our Privacy Analysts using the contact information above.			
	<table border="1"> <tr> <td>           Candidate Signature:  <small>Authorizing Name Based Criminal Record Check</small>  <b>X</b> <i>W. Towsley</i> </td> <td>           Date: (yyyy/mm/dd) ▼  <b>27/02/2018</b> </td> </tr> <tr> <td>           Hiring Manager's Signature:  <b>X</b> <i>Marina Tufts</i> </td> <td>           Date: (yyyy/mm/dd) ▼  <b>27/02/2018</b> </td> </tr> </table>	Candidate Signature: <small>Authorizing Name Based Criminal Record Check</small> <b>X</b> <i>W. Towsley</i>	Date: (yyyy/mm/dd) ▼ <b>27/02/2018</b>	Hiring Manager's Signature: <b>X</b> <i>Marina Tufts</i>
Candidate Signature: <small>Authorizing Name Based Criminal Record Check</small> <b>X</b> <i>W. Towsley</i>	Date: (yyyy/mm/dd) ▼ <b>27/02/2018</b>			
Hiring Manager's Signature: <b>X</b> <i>Marina Tufts</i>	Date: (yyyy/mm/dd) ▼ <b>27/02/2018</b>			

**Consent for Disclosure of Personal Information  
Education Verification**

Given Name(s): ▼ William		Middle Name(s): ▼ Bruce		Surname: ▼ Towsley	
Maiden Name: ▼	Given Name Alias: ▼ Bill	Middle Name Alias: ▼ Bill	Surname Alias: ▼ Towsley	Date of Birth: (yy/mm/dd) ▼ 1957-6-6	

I authorize Sterling Talent Solutions to collect the details of my educational history from educational institutions that I have attended and the Ministry of Education of any province where I have attended an educational institution, or their agents, and disclose them to the Company.

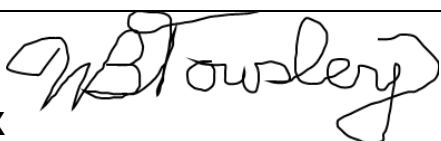
Secondary School Attended					
School Name: ▼ Thornhill Secondary School			Telephone Number: ▼		Completed: ▼ Check One <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Location: ▼ Thornhill Ontario Canada			Starting Date: ▼ 1971-9		Ending Date: ▼ 1976-6
<small>City</small>	<small>Province/State</small>	<small>Country</small>	<small>Year</small>	<small>Month</small>	<small>Year</small> <small>Month</small>

Cegep or vocational studies (For Quebec only)					
School Name: ▼			Telephone Number: ▼		Completed: ▼ Check One <input type="checkbox"/> Yes <input type="checkbox"/> No
Location: ▼			Starting Date: ▼		Ending Date: ▼
<small>City</small>	<small>Province/State</small>	<small>Country</small>	<small>Year</small>	<small>Month</small>	<small>Year</small> <small>Month</small>
Level Completed: ▼ <input type="checkbox"/> DEC <input type="checkbox"/> AEC <input type="checkbox"/> ASP <input type="checkbox"/> DEP <input type="checkbox"/> AENS		Program: ▼		Student Number: ▼	

Post Secondary School(s) Attended					
School Name: ▼ Queen's University			Telephone Number: ▼		Completed: ▼ Check One <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Location: ▼ Kingston Ontario Canada			Starting Date: ▼ 1976-9		Ending Date: ▼ 1980-12
<small>City</small>	<small>Province/State</small>	<small>Country</small>	<small>Year</small>	<small>Month</small>	<small>Year</small> <small>Month</small>
Level Completed: ▼ <input type="checkbox"/> Certificate <input type="checkbox"/> Diploma <input checked="" type="checkbox"/> Degree		Program: ▼ Bachelor of Science in Mechanical Engineering		Student Number: ▼	

School Name: ▼			Telephone Number: ▼		Completed: ▼ Check One <input type="checkbox"/> Yes <input type="checkbox"/> No
Location: ▼			Starting Date: ▼		Ending Date: ▼
<small>City</small>	<small>Province/State</small>	<small>Country</small>	<small>Year</small>	<small>Month</small>	<small>Year</small> <small>Month</small>
Level Completed: ▼ <input type="checkbox"/> Certificate <input type="checkbox"/> Diploma <input type="checkbox"/> Degree		Program: ▼		Student Number: ▼	

School Name: ▼			Telephone Number: ▼		Completed: ▼ Check One <input type="checkbox"/> Yes <input type="checkbox"/> No
Location: ▼			Starting Date: ▼		Ending Date: ▼
<small>City</small>	<small>Province/State</small>	<small>Country</small>	<small>Year</small>	<small>Month</small>	<small>Year</small> <small>Month</small>
Level Completed: ▼ <input type="checkbox"/> Certificate <input type="checkbox"/> Diploma <input type="checkbox"/> Degree		Program: ▼		Student Number: ▼	

Candidate Signature:  X 	Date: (yyyy/mm/dd) ▼  27/02/2018
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