



Citrus Builders Care
1196 S Lecanto Hwy
Lecanto, FL 34461
 (352) 746-9028 (352) 746-9029 fax
 www.citrusbuilderscare.org

INSTRUCTIONS: This application must be filled out accurately. **PLEASE PRINT CLEARLY** or type all information. If an item does not apply, insert N/A (not applicable).

Volunteer Position Applying For:	Date of Application:
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Last Name:	First name:	Middle Initial	Maiden name:
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Addresses: Please list your mailing as well as physical address if different:

Street Number and Name	City:	State:	Zip Code:

Home Phone:	Business Phone:	Alternate Phone:	

Please answer the following questions:

1 What is your reason for wanting to volunteer? _____

2 What is it about this position that is of interest to you? _____

3 What experience do you have that will assist you with this position? _____

4 What days and times will best fit your schedule? _____

5 List any active, professional, technical, occupational licenses or certificates you now hold:

References: List 3 unrelated personal references.

Name	Address	Phone Number

Have you ever been convicted of, pled no contest, pled guilty or had adjudication of guilt withheld to a crime, which is a first degree misdemeanor or felony, other than a minor traffic offense?

Yes No

If yes, state the court, nature of the offense, disposition of the case and date: _____

APPLICANT CERTIFICATION - READ CAREFULLY BEFORE SIGNING: I hereby certify that each answer to each question herein and all other information furnished is true and correct. I understand that any incorrect, incomplete or false statements or further information furnished by me may subject me to at any time.

Signature of Applicant: _____ Date: _____

Signature of Acceptance: _____ Date: _____



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CONFIDENTIAL

Please Complete Both Sides of This Form

NOTICE TO APPLICANT OF INTENT TO OBTAIN BACKGROUND INFORMATION
AND CERTIFICATION OF ACCURACY OF APPLICATION AND/OR RESUME
(The requested information is confidential and will be maintained confidential.)

Your signature below certifies the accuracy of statements and facts as provided by you. Failure to complete the entire application, any misrepresentation, false or incomplete information or omission of facts requested is cause for rejection of the application or dismissal from volunteering / employment.

Also, in connection with your application for employment, we would like to procure certain background information concerning you which may contain information regarding you credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, mode of living, driving record, insurability and/or criminal background. You have the right to request an explanation of how and what adverse information may have been used to make a hiring decision. This information will be obtained only after a preliminary offer of employment is made.

Before we may procure this information, you must authorize such procurement in writing. You have the right to decline authorization for us to procure this information. However, we will not consider you for employment if you so decline. Please read the release carefully before signing and indicating you choice of disclosure.

RELEASE TO PROCURE BACKGROUND INFORMATION

I have read the Notice to Applicant of Intent to Obtain Background Information. I understand that I have the right to decline authorization for Citrus Builders Care to procure this information concerning me. I understand this may contain information concerning my credit worthiness, credit standing, general reputation, personal characteristics, mode of living, driving record, insurability and/or criminal background.

Understanding these rights,

Two yellow rectangular boxes for indicating authorization choice.

I authorize Citrus Builders Care to procure this information.

I do not authorize Citrus Builders Care to procure this

Name: First Middle Last Maiden

Address: City State Zip

Driver's License #: State: Expiration:

Date of Birth: Social Security #:

Sex: Male Female

Ethnicity: White Black Hispanic Asian/Pacific Islander
American Indian/Alaskan Native Other

List all other names you have previously used:

Casual Labor Employee Signature

Date

Parent/Guardian Signature (if under 18)

Date