

Pre-Employment Screening Authorization



We appreciate your interest in St James Bay Operations LLC dba St. James Bay Resort. As a part of our normal procedure for processing applicants, a routine inquiry into your background may be made. This inquiry may include a review of your current & past employment, credit report, driving record, civil and criminal litigation searches and general reputation within the community. Please read the following statement and indicate your agreement by signing below.

I authorize all persons, business organizations, companies, corporations, landlords, banks, credit unions and law enforcement agencies to provide St. James Bay Operations LLC any and all information and will NOT hold any of these people, business organizations, companies, corporations, landlords, banks, credit unions or law enforcement agencies liable or responsible for any damages or claims of any kind whatsoever arising from this investigation of my background.

PLEASE CLEARLY PRINT YOUR FULL NAME

Print Name _____

SIGNATURE (required) _____ Today's Date _____

Date of Birth _____ Social Security Number _____

Driver's license number _____ Issued by State of: _____

Cell Phone Number _____

Email Address: _____

Current Address INCLUDING ZIP CODE _____

If your current address is temporary or less than 2 years, please enter your former address.

Former Address with Zip Code _____

Be sure the above information covers 2 years, IS READABLE and includes all info requested. The background report will not be processed unless all information is provided and readable.

BELOW MUST BE COMPLETED by St. James Bay Resort's Hiring Manager

Manager's Name _____ Position Candidate is applying for _____

RATE OF PAY _____.

I witnessed the above listed individual sign this Pre-Employment Authorization and personally reviewed all documents including candidate's picture identification for the purpose of verifying the accuracy of all information, including I-9.

Manager's Signature _____ Date _____