

Office of Human Resources and Development
MONTGOMERY COUNTY PUBLIC SCHOOLS
Rockville, Maryland

**AUTHORIZATION TO RELEASE RESULTS OF
CONTRACTOR CRIMINAL BACKGROUND CHECK TO EMPLOYER**

I, _____, have been assigned to work on a Montgomery County Public Schools (MCPS) worksite as an employee or member of the workforce of a business or entity that has a contract with MCPS to provide goods and/or services to the school system. Pursuant to MCPS policy and recent amendments to § 5-561 of the Family Law Article of the Maryland Code, I have been fingerprinted as part of a criminal background check for my work on an MCPS worksite for a MCPS contractor. I hereby authorize MCPS to release to my employer reports regarding any and all criminal history records that MCPS receives as a result of the criminal background check. As a MCPS contractor, your employer may be required to take appropriate steps to promptly follow up on information identified in the criminal background check. For more information, see [http://www.montgomeryschoolsmd.org/uploadedFiles/departments/procurement/FAQs%20June%202015\(1\).pdf](http://www.montgomeryschoolsmd.org/uploadedFiles/departments/procurement/FAQs%20June%202015(1).pdf)

TO BE COMPLETED BY INDIVIDUAL UNDERGOING BACKGROUND CHECK:

Name: (Last, First, Middle)	
Alias, Maiden, or Former Names:	
Date of Birth: (Secondary Identifier)	

TO BE COMPLETED BY CONTRACTING COMPANY:

Name of Contractor:	
Name of Sub-Contractor: <i>(if applicable)</i>	
Authorized Representative:	
Address:	
City, State, Zip	
Telephone Number:	
Email Address:	

TO BE SIGNED BY INDIVIDUAL UNDERGOING BACKGROUND CHECK:

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Signature

Date