



CAPITAL MANOR

APPLICANT AUTHORIZATION FOR RELEASE OF INFORMATION

I hereby authorize all my previous employers and personal references to release information to Capital Manor regarding my employment and character. For previous employers this release of information covers my employment record in general, including information on the following questions.

1. Dates of employment
2. Positions held
3. Quality and quantity of my work
4. Attendance habits (excluding workers' compensation, pregnancy and other protected absences)
5. Relationships with co-workers and supervisors
6. Attitude toward work (cooperative? positive? etc.)
7. Reason for leaving
8. Eligibility for rehire
9. Strong points, weak points
10. Whether I had outbursts of temper; threatened or provoked fights with others; demonstrated hostile or violent behavior; have a criminal record or any behaviors that would present security or safety issues for others
11. Any other relevant information regarding my performance, skills, ability, suitability for the employment sought

All former employers who provide such information are released from any liability arising from such disclosures.

Applicant Signature

Date

Print Name