



19 Bartlett Rd,
Gorham Maine, 040438

Application for Employment
Equal Opportunity/Affirmative Action Employer

It is important that you answer all questions on this application fully and truthfully, as failure to do so may delay consideration for employment. If the item does not apply to you write N/A

Please Print

Date: _____

Name: _____ Soc. Sec. # _____
Last First M.

Present Address: _____
Street City State Zip

Email: _____

Home Phone (____) _____ - _____ Cell Phone (____) _____ - _____

Are you 18 years of age or over? Yes No Birth Date: _____

Are you legally eligible for employment in the U.S? Yes No

Do you have a valid driver's license? Yes No License # & State _____

License Type: Class A or Class B CDL or Standard Class C
(please circle type)

Endorsements: "P" "S" "H"

EMPLOYMENT DESIRED

Position: _____ Date you can start: _____ Salary desired: _____

Type of Employment Desired: Part-time Full-time Temporary
Day Evenings Weekends

Were you previously employed by us? Yes No If yes, when? _____

What makes you qualified for this job?

Why do you feel you are qualified for this position?

EMPLOYMENT HISTORY

List your record of employment and unemployment for **the past ten years**. Beginning with your present or most recent position. (Attach additional sheets if necessary)

Dates From To	1. Name and Address of Employer	Position & Rate of Pay	Supervisor's Name and Title	Reason for Leaving

Describe the work you did:

Dates From To	2. Name and Address of Employer	Position & Rate of Pay	Supervisor's Name and Title	Reason for Leaving

Describe the work you did:

Dates From To	3. Name and Address of Employer	Position & Rate of Pay	Supervisor's Name and Title	Reason for Leaving

Describe the work you did:

May we contact the employers listed above? Yes No If not, indicates which one(s) you do not wish us to contact.

If hired and you are under 17 years of age, we will require, prior to starting work, an Age Certificate or Work Permit issued through the local school district, and parental permission

REFERENCES

THREE (3) REFERENCES: _____
Names & telephone _____

EDUCATION

EDUCATION	Name and Location of School	No. of Years Attended	Graduated? Yes / No	Course Or Major
Grammar School				
High School				
College				
Other Education				

EMERGENCY CONTACT

In case of an emergency notify: Name: _____

Address: _____

Phone: (____) _____

MILITARY SERVICE RECORD

Have you ever serviced in the Armed Forces? Yes No

If yes, what branch? _____

Dates of duty: From: _____ To: _____

List of Duties: _____

Present Membership in National Guard or Reserves: Yes No

APPLICANT'S CERTIFICATION AND AGREEMENT WAIVER

PROBATION PERIOD: It is understood that I shall work a probationary employee ninety day (90) from date of hire. I may be discharged or laid off before the expiration of that period without recourse.

STATEMENT OF APPLICANT: I hereby authorize my former employers to furnish their records of any service, my reason for leaving their employer, together with all employment – related information that may have concerning me. I hereby give Custom Coach and Limousine permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release the Company from any liability as a result of such contract. I also authorize Custom Coach and Limousine to run a driving record with the information provided.

BACKGROUND CHECKS: I understand that, in connection with the routine processing of your employment application, the Company may request from a consumer reporting agency an investigative consumer report including information as to my credit records, character, general reputation, personal characteristics, and mode of living. Upon written request from me, the Company, will provide me with additional information concerning the nature and scope of any such report requested by it, as required by the Fair Credit Reporting Act.

AT WILL EMPLOYMENT: I also understand that if accepted by Custom Coach and Limousine, my employment is voluntarily entered, and I am free to resign at any time. Similarly, Custom Coach is free to conclude my employment at any time. I further recognize that this application is not a contract and cannot create a contract.

PRE-EMPLOYMENT SCREENING: I also understand that (1) the Company has a drug and alcohol policy that provides for pre- employment testing as well as testing after employment; (2) consent to and compliance with such policy is a condition of my employment; and (3) continued employment is based on the successful passing of testing under such policy. I further understand that continued employment may be based on the successful passing of job-related physical examinations.

It is agreed that any misrepresentations by me in this application will be sufficient cause for its cancellation or for dismissal from Custom Coach and Limousine's service if I am employed. I hereby certify that the facts set forth in the above application are true and complete to the best of my knowledge.

Applicant's Signature

Date

This Company is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age or disability. We assure you that your opportunity for employment with this Company depends solely on your qualifications.

Thank you for completing this application form and for your interest in our business.

DO NOT WRITE IN THE SPACE BELOW

Interview by: _____ Date: _____

Hired: Yes _____ No _____ Position _____ Salary/Wage: _____

Dept. _____ Date Reporting to Work _____

**CUSTOM COACH AND LIMOUSINE
BACKGROUND CHECK AUTHORIZATION
FCRA NOTICE AND ACKNOWLEDGMENT**

IMPORTANT -- PLEASE READ CAREFULLY BEFORE SIGNING ACKNOWLEDGMENT

Custom Coach and Limousine may obtain information about you from a consumer reporting agency for **employment/volunteer** purposes. Thus, you may be the subject of a "consumer report" and/or an "investigative consumer report" which may include but is not limited to: employment and education verifications; social security number verification; criminal and civil court records; personal interviews; driving records; and/or any other public records or any other information bearing on your character, general reputation, personal characteristics and trustworthiness. These reports may be obtained at any time after receipt of your authorization and, if you are selected, throughout your affiliation with the Company. You have the right, upon written request made within a reasonable time after receipt of this notice, to request disclosure of the nature and scope of any investigative consumer report. The report will be generated by **Datasourcecorp.com** (1200 South Outer Road, Blue Springs, MO 64015/816-228-5255) or another outside organization. The scope of this notice and authorization is all-encompassing, however, allowing the Company to obtain from any outside organization all manner of consumer reports and investigative consumer reports now and, if you are selected, throughout your affiliation with the Company to the extent permitted by law. As a result, you should carefully consider whether to exercise your right to request disclosure of the nature and scope of any investigative consumer report.

ACKNOWLEDGMENT AND AUTHORIZATION

I acknowledge receipt of the **NOTICE REGARDING BACKGROUND INVESTIGATION (above) and A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT** (separate document) and certify that I have read and understand both of those documents. I hereby authorize the obtaining of "consumer reports" and/or "investigative consumer reports" at any time after receipt of this authorization and, if I am selected, throughout my affiliation with the Company. To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish all background information requested by **Datasourcecorp.com**, another outside organization acting on behalf of the Company, and/or the Company itself. I agree that a facsimile ("fax") or photographic copy of this Authorization shall be as valid as the original.

Minnesota and Oklahoma applicants only: Please check this box if you would like to receive a copy of a consumer report if one is obtained by the Company. []

Applicants of New York Employers only: I acknowledge that by signing below, I have also received a copy of Article 23-A of the New York Correction Law, in compliance with Article 25 Section 380-g of the New York General Business Law.

California applicants only: By signing below, you also acknowledge receipt of the NOTICE REGARDING BACKGROUND INVESTIGATION PURSUANT TO CALIFORNIA LAW. Please check this box if you would like to receive a copy of an investigative consumer report or consumer credit report if one is obtained by the Company at no charge whenever you have a right to receive such a copy under California law. []

The following questions must be answered:

1. Have you ever been convicted of a felony or misdemeanor? ___Yes ___No
2. Have you ever pled guilty to or been convicted of a major driving offense? ___Yes ___No
3. Have you held a license in other States? ___Yes ___No

A conviction or plea record is not an automatic bar to employment and the nature, date, disposition or other factors deemed relevant by the employer will be considered.

Any falsification, misrepresentation or omission of requested information will result in denial of employment or immediate termination, regardless of when and how discovered.

Full Name	First	Middle	Last
	First	Middle	Last
	First	Middle	Last
	First	Middle	Last
Maiden Name, Previous Names, or Aliases Used:	First	Middle	Last
	First	Middle	Last
	First	Middle	Last
	First	Middle	Last
Social Security Number:	Date of Birth:	Driver's License/ID State:	Driver's License/ID Number:

Please provide ALL residential addresses for the past seven (5) years.

Current Address:	From
Previous Address:	From/To
Previous Address:	From/To
Previous Address:	From/To

Telephone Number:	Email Address:	Check here if there are more addresses you have lived at in the last 5 years. <input type="checkbox"/>
--------------------------	-----------------------	--

I have read and understand this request for information and agree to hold Custom Coach and Limousine, its officers, agents, and employees harmless from any liability resulting from the use of the information requested.

SIGNATURE:	DATE:
-------------------	--------------