



## Corra Background Check Order Form

Complete and Fax Order Form to Corra at (310) ++(-' - +\$

Your Organization: \_\_\_\_\_ Order Date: \_\_\_\_\_

Requestor's Name: \_\_\_\_\_ Telephone No: \_\_\_\_\_

### Candidate Information Candidate Disclosure and Release Signature Obtained?

Print Candidate Name (First Middle Last): \_\_\_\_\_

Social Security No.: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Aliases (e.g. : Maiden Name) \_\_\_\_\_ Driver's License & State: \_\_\_\_\_

Current Address: \_\_\_\_\_

Previous Address: \_\_\_\_\_

Previous Employer: \_\_\_\_\_ Dates: \_\_\_\_\_ Tel. # \_\_\_\_\_

Previous Employer: \_\_\_\_\_ Dates: \_\_\_\_\_ Tel. # \_\_\_\_\_

Previous Employer: \_\_\_\_\_ Dates: \_\_\_\_\_ Tel. # \_\_\_\_\_

Educational Degree: \_\_\_\_\_ Educational Institution: \_\_\_\_\_

Additional Comments: \_\_\_\_\_

### Employment Screening Packages

Select a package for your candidate. Packages viewable online at [www.corragroup.com/ScreeningPackages.html](http://www.corragroup.com/ScreeningPackages.html)

- |  |   |
|--|---|
| <input type="checkbox"/> <b>American Labor \$25*</b><br>For most basic labor positions | <input type="checkbox"/> <b>Cubicle - \$56*</b><br>For most entry level positions   |
| <input type="checkbox"/> <b>Khaki Club \$99*</b><br>For most non-managerial positions  | <input type="checkbox"/> <b>Fast Track \$135*</b><br>For most middle managers & mid-level professionals                       |
| <input type="checkbox"/> <b>Corner Office - \$179*</b><br>For key executives           | <input type="checkbox"/> <b>Healthcare - \$56*</b><br>For healthcare professionals & employees                                |
| *excludes any third party charges and surcharges.                                      | <input type="checkbox"/> <b>Certified &amp; Licensed Professionals - \$92*</b><br>CPAs, stockbrokers, agents, attorneys, etc. |

### Additional Requests

Add additional searches to any of Corra's above packages or customize your own request from the searches below.

- |   |   |
|---|---|
| <input type="checkbox"/> Social Security Trace - \$9.00                   | <input type="checkbox"/> Employment Verification*** - \$14.00           |
| <input type="checkbox"/> Credit History Report - \$12.00                  | <input type="checkbox"/> Education Verification*** - \$14.00            |
| <input type="checkbox"/> Driving Records (MVR) \$13.00 + state fee*       | <input type="checkbox"/> Professional Reference Check - \$14.00         |
| <input type="checkbox"/> County Criminal Records - \$18.00** per county   | <input type="checkbox"/> License & Certification Verification - \$14.00 |
| <input type="checkbox"/> Nationwide Criminal Database Search - \$29.00    | <input type="checkbox"/> Healthcare Sanctions Report - \$10.00          |
| <input type="checkbox"/> Statewide Criminal Database Search - \$22.00     | <input type="checkbox"/> Civil County Lawsuit Search - \$30.00          |
| <input type="checkbox"/> Federal Criminal Record (per district) - \$18.00 | <input type="checkbox"/> Federal Civil Records (per District) - \$18.00 |
| <input type="checkbox"/> Federal Criminal Record (per district) - \$26.00 | <input type="checkbox"/> Federal Civil Records (Nationwide) - \$26.00   |
| <input type="checkbox"/> Registered Sex Offender (49 states) - \$9.00     | <input type="checkbox"/> Bankruptcy Records - \$25.00                   |
| <input type="checkbox"/> International Criminal Search \$30 - \$200       | <input type="checkbox"/> Liens & Judgments - \$25.00                    |
| <input type="checkbox"/> Nationwide Wants & Warrants - \$17.00            | <input type="checkbox"/> Comprehensive Background Check - \$49.00       |
| <input type="checkbox"/> County Wants & Warrants - \$20.00                | <input type="checkbox"/> Eviction Records - \$25.00                     |
| <input type="checkbox"/> Retail Theft Database Search - \$6.00            | <input type="checkbox"/> Form I-9 Employment Verification - \$15.00     |
| <input type="checkbox"/> Drug Screening 5 panel - \$45.00                 | <input type="checkbox"/> Fingerprinting - \$120.00                      |

\*excludes any 3<sup>rd</sup> Party charges and surcharges.

\*\*3<sup>rd</sup> Party Fees excluded. Phone Number is required.

\*\*exceptions: NH counties (\$21) WY counties (\$37) & NY counties (\$80)

**Please Fax Request to Corra at (310) 774-3970 (confidential)**

1' \$%K " "K Uq\]b[ hcb'6j Xz &bX': `ccf, Los Angeles, CA 900\*\* ▪ Telephone (310) , &&+ , ▪ Fax (310) 774-3970