

GoodHire Background Screen Information Form

This document is for collecting information internally. Please do not send this form back to GoodHire.

Please provide the following information for your GoodHire background screen. The representative from your company or organization who provided you this form can provide guidance on which specific sections must be completed for your screen.

Basic Information

Legal First Name	Legal Middle Name (optional)
Legal Last Name	
Email Address*	

* An email address is required so that we may provide you with a copy of your report once it is complete.

Date Of Birth	Confirm Date of Birth
Social Security Number	Confirm Social Security Number
Current Address (no P.O. boxes)	
City	State
ZIP Code	

Motor Vehicle Records Check

Driver License Number	State Issued
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Degree Verification

Institution Name	City
State	School phone (optional)
School Fax (optional)	Enrollment Name
Start Date	End Date <input type="checkbox"/> Currently Enrolled
Degree	Study major (optional)

Employer Verification

Please note that in order to verify a job candidate's employment history, we will be contacting the employer you list on this form to validate the information provided. If you do not wish for your current employer to be contacted, please provide a past employer instead.

Company Name

Company Address

City	State
Start Date	End Date <input type="checkbox"/> Currently Employed
Title (optional)	Applicant Name
Salary (optional)	Reason for leaving (optional)
Contact Name	Contact Phone
Contact Email (optional)	

Professional License Verification

License Number (optional)	License Number
License Authority Name	License Authority Phone (optional)
Issued Date (optional)	Expiration Date (optional)
State Issued (optional)	Status (optional)
Applicant Phone Number (optional)	

Drug Screening

Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Day Phone
Evening Phone	