Print Form

TEENS

Criminal Background Investigation: Notification and Disclosure form for CBI-Sensitive Positions
For Teens: 13-16 Years Old

NOTIFICATION & DISCLOSURE FORM

- You are applying for or currently hold a position that, for reasons of public safety, requires a criminal background investigation (CBI).
- The City of Austin will assess your suitability for this position.
- The City of Austin will review your complete criminal history using records available from the Texas Department of Public Safety.
- You must pass the CBI to be placed in, or continue employment in, this position.

(For office personnel only) **Department**	**Austin Animal Center**	**Work Location**	**Austin Animal Center**
Position Title	**AAC Volunteer**		

Job Status *(check one)*	☐Volunteer	☐Community Service Restitution (CSR) Volunteer Hours needed_____ Court issued completion date_____
Full Legal Name *(Please print)*		

Date of Birth *(month, date, year)*		**Social Security Number** *(Optional for Volunteers)*		**Gender** ☐Male ☐Female

Ethnicity *(Optional)*	☐ White/Caucasian ☐ Black/African American ☐ Hispanic or Latino ☐ American Indian/ Alaskan	☐ Asian, Not Hispanic or Latino ☐ Native Hawaiian or other Pacific Islander, not Hispanic or Latino ☐ Two or More Races, not Hispanic or Latino ☐ Not disclosed

Please complete the next two questions only if you are 15-16 years of age:

Have you lived outside the state of Texas in the last 10 years?	☐No ☐Yes	If yes, you will need to be fingerprinted for a state and or national criminal background check.
Have you lived outside the U.S. in the last 10 years?	☐No ☐Yes	If yes, list other countries.

ACKNOWLEDGEMENT: Teens and their parents must both read and sign in agreement:

The information I have provided above is true, accurate, and complete.

Signature _____ **Date** _____

Parent Signature _____ **Date** _____

Email Address _____

For HRD Office Use Only: Retain in your files

Please Check and Initial each Applicable Space

CCH Report Printed: YES _____ NO_____ _____ initial

Purpose of CCH: ☐ Employment ☐ Volunteer

Hire_____ Not Hired_____ _____initial

Date Printed:_____ _____initial

Destroyed Date:_____ _____initial