

# Employee Release Form

Jackson County School District No. 5  
Disclosure and Release Form

In connection with my employment/contract with Jackson County School District No. 5, I understand that motor vehicle reports, which may contain public record information, may be requested. These reports may include, but are not limited to, the following types of information: name, address, social security number, date of birth, driver license or identification number and driver record. I also understand that the information included in such reports will be taken into consideration in deciding whether to authorize me to drive district-owned vehicles during the course of my employment/contract. I authorize, without reservation, any party or agency contacted by Jackson County School District No. 5 to furnish the above-mentioned information.

I understand that:

- Jackson County School District No. 5 obtains all driver and vehicle information directly from the various states Department of Vehicles (or a corresponding agency) and does not maintain its own database of driver and vehicle information.
- Jackson County School District No. 5 acts only as a courier and has no control over any of the information that a state discloses in my driver record or vehicle record.
- If there is something inaccurate on my driver or vehicle report, I must contact the Department of Motor Vehicles directly to have the information corrected or updated.

I hereby authorize procurement of motor vehicle and driver records. This authorization shall remain on file and shall serve as ongoing authorization for Jackson County School District No. 5 to procure motor vehicle and driver records at any time during my employment/contract period.

Print full name \_\_\_\_\_

Address \_\_\_\_\_

Driver license number \_\_\_\_\_ Date of birth \_\_\_\_\_

Issuing state \_\_\_\_\_ Expiration date \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_