



City of Casa Grande Police Department

373 E. Val Vista Blvd.* Casa Grande, Arizona 85122 * (520) 421-8700 * Fax (520) 836-8081

Mark McCrory * Chief of Police

Volunteer Application

Instructions

1. Neatly PRINT all information in black ink. If you choose to type your responses, be sure all pages are attached.
2. Read and answer each question completely. If the information requested does not apply, indicate by writing "N/A" in the appropriate space. If you cannot remember, or do not know the requested information, indicate by writing "I can't remember", or "I do not know" in the space provided. Do not leave the space blank.
3. If additional space is required to answer a question, continue your response on the back of the page involved, and identify the question by the number on the application.
4. Be sure to read and sign the APPLICANT'S STATEMENT (p 6) and the AUTHORIZATION FOR RELEASE OF INFORMATION (p 7). Have your signature notarized on both documents before returning this questionnaire.
5. Please remove "A Summary of Your Rights Under the Fair Credit Reporting Act" from the application (p 8-10) and retain for your reference.
6. Please include a copy of the following documents when you return your application:
 - Birth Certificate (and passport, if born outside the United States)
 - Military Service Record, Form DD214

Please return to: Volunteer Services Center Coordinator, Wendy Edwards-Lloyd, Casa Grande Police Department, 373 E Val Vista Blvd, Casa Grande, Arizona 85122. Phone: 520-421-8711 Ext. 6140



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Have you ever been arrested for a felony? Yes ___ No ___

If yes, explain where, when, and disposition _____

Have you ever been arrested for a misdemeanor? Yes ___ No ___

If yes, explain where, when, and disposition _____

Do you have any pending criminal charges against you? Yes ___ No ___

If yes, explain _____

WORK or VOLUNTEER HISTORY (for the past five years beginning with the most current)

Employer _____
Address _____
Phone _____ From/To _____ Supervisor _____
Duties _____

Reason for leaving _____

Employer _____
Address _____
Phone _____ From/To _____ Supervisor _____
Duties _____

Reason for leaving _____

Employer _____
Address _____
Phone _____ From/To _____ Supervisor _____



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Duties _____

Reason for leaving _____

Employer _____

Address _____

Phone _____ From/To _____ Supervisor _____

Duties _____

Reason for leaving _____

Military Experience Yes No

If Yes, what branch? _____ From/To _____

Honorable Discharge? Yes No

Areas of Interest (check all areas of interest)

Administration Animal Control Assistance Dialer Installation BlockWatch COP
Crisis Response Unit Fire Dept Administration Senior Phone Patrol Surveillance Cameras

SKILLS (list your specific skills, training, talents, and hobbies that might be useful in your volunteer work)

Do you speak or write any languages other than English? If yes, list and describe fluency.



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Are there any physical conditions to be taken into consideration in arranging volunteer assignments for you?

How do you feel the Volunteer Program will benefit you?

Explain how you will benefit/help the City of Casa Grande in the area of crime detection, prevention, or support in other duties.

What days are you available to volunteer?

Mon ____ Tue ____ Wed ____ Thur ____ Fri ____ Sat ____ Sun ____

What hours are you available on the days indicated above?

Mon _____ Tue _____ Wed _____ Thur _____ Fri _____ Sat _____ Sun _____

PERSONAL REFERENCES (List at least three people who have known you for over one year, excluding relatives or former employers, who can answer questions regarding your past conduct and character as it applies to meeting the minimum standards for appointment.)

Name

Address

Best Phone Number for contact

1) _____

2) _____

3) _____



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4) _____

FAMILY (List all immediate relatives: parents, siblings, spouse, and children)

	Name	Relationship	Address	Phone Number
1)	_____	_____	_____	_____
2)	_____	_____	_____	_____
3)	_____	_____	_____	_____
4)	_____	_____	_____	_____
5)	_____	_____	_____	_____
6)	_____	_____	_____	_____
7)	_____	_____	_____	_____
8)	_____	_____	_____	_____
9)	_____	_____	_____	_____
10)	_____	_____	_____	_____
11)	_____	_____	_____	_____
12)	_____	_____	_____	_____

APPLICANT'S STATEMENT

I certify that all answers given in this application are true and correct. I authorize the Casa Grande Police Department to conduct any investigation necessary to verify any and all information concerning statements made by me on this application, related papers, and oral interviews. I understand the verification may include an entire background check, and I acknowledge that I have received a copy of "A Summary of Your Rights Under the Fair Credit Reporting Act". I further acknowledge that this authorization is given freely and without duress.



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I understand that any deliberate misstatements, false or misleading information, or omissions of material facts given in this application may result in forfeiture of eligibility to participate in any of the Volunteer Programs. I further understand that this application is not intended to be a contract of any kind.

I also understand that sharing confidential and/or sensitive information by me while volunteering at the Casa Grande Police Dept., when not authorized, is a violation of State and Federal Privacy Act laws, punishable by both criminal and civil prosecution.

I acknowledge that the City of Casa Grande's insurance will not provide coverage for damages or injuries incurred by myself or third parties during the use of my personal vehicle when providing volunteer services for the City.

Applicant's signature _____ **Date** _____

If applicant is a minor,
Signature of Parent/Guardian _____ **Date** _____

NOTARY ACKNOWLEDGEMENT

State of Arizona

SS:

County of _____)

On this, the ____ day of _____, 20____, before me, personally appeared _____, known to me personally, or who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to this document, and acknowledged that he/she executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

Notary Public



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AUTHORIZATION FOR RELEASE OF INFORMATION

TO: Any Credit Bureau or Retail Merchants Association, Bank, Credit Union, Federal Institution, or any other Credit Extending Organization, or Credit Reporting Agency, OR

Any Federal, State, County, or City Government Agency, OR

Any past or present Employer, OR

Any Academic Dean, Registrar, Principal, Guidance Counselor, or other authorized person at a school (high school, business school, trade school, college, or university), OR

Any Doctor, Hospital, Medical Association, US Armed Forces, US Selection Service System, Maritime Service, or Veterans Administration

I, _____, am aware that my entire background will be investigated and hereby authorize and request the release of any and all information you have concerning me to the Casa Grande Police Department or its agent. I hereby designate Casa Grande Police Department as my authorized representative for the purpose of obtaining such information. This authorization is given freely and without duress.

I understand that a consumer report may be procured by the Casa Grande Police Department or its agent for employment purposes, as defined by the Fair Credit Reporting Act. I have received a copy of "A Summary of Your Rights Under the Fair Credit Reporting Act", and authorize the Casa Grande Police Department or its agents to procure said report.

I hereby release anyone addressed above who gives information about me in the course of an investigation covered by this authorization, from any and all liability for damages of whatever kind to me, my family, heirs, or associates, as a result of giving such information; except that I do not release anyone who gives information that he knows is false, deliberately intending to harm me or one of my family, heirs, or associates.

A reproduction of this request by any method shall be, for all intents and purposes, as valid as the original.

Signature _____ Date _____

NOTARY ACKNOWLEDGEMENT

State of Arizona

SS:

County of _____)

On this, the ____ day of _____, 20____, before me, personally appeared _____, known to me personally, or who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to this document, and acknowledged that he/she executed the same for the purposes therein contained.

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A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

You must be told if information in your file has been used against you. Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.

You have the right to know what is in your file. You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:

- a person has taken adverse action against you because of information in your credit report;
- you are the victim of identity theft and place a fraud alert in your file;
- your file contains inaccurate information as a result of fraud;
- you are on public assistance;
- you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

You have the right to ask for a credit score. Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.

You have the right to dispute incomplete or inaccurate information. If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.

Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.

Inaccurate, incomplete, or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.

Consumer reporting agencies may not report outdated negative information. In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.

Access to your file is limited. A consumer reporting agency may provide information about you only to people with a valid need – usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.



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You must give your consent for reports to be provided to employers. A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.

You may limit “prescreened” offers of credit and insurance you get based on information in your credit report. Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt out with the nationwide credit bureaus at 1-800- .

You may seek damages from violators. If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.

Identity theft victims and active duty military personnel have additional rights. For more information, visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact:

(continued on next page)



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TYPE OF BUSINESS:	CONTACT:
<p>1a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates</p> <p>b. Such affiliates that are not banks, savings associations, or credit unions also should list, in addition to the CFPB</p>	<p>a. Consumer Financial Protection Bureau 1700 G Street, N. W. Washington, DC 20552</p> <p>b. Federal Trade Commission: Consumer Response Center – FCRA Washington, DC 20580 (877) 382-4357</p>
<p>2. To the extent not included in item 1 above:</p> <p>a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks</p> <p>b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and Insured State Branches of Foreign Banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act</p> <p>c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations</p> <p>d. Federal Credit Unions</p>	<p>a. Office of the Comptroller of the Currency Customer Assistance Group 1301 McKinney Street, Suite 3450 Houston, TX 77010-9050</p> <p>b. Federal Reserve Consumer Help Center PO Box 1200 Minneapolis, MN 55480</p> <p>c. FDIC Consumer Response Center 1100 Walnut Street, Box #11 Kansas City, MO 64106</p> <p>d. National Credit Union Administration Office of Consumer Protection (OCP) Division of Consumer Compliance and Outreach (DCCO) 1775 Duke Street Alexandria, VA 22314</p>
<p>3. Air carriers</p>	<p>Asst. General Counsel for Aviation Enforcement & Proceedings Aviation Consumer Protection Division Department of Transportation 1200 New Jersey Avenue, S. E. Washington, DC 20590</p>
<p>4. Creditors Subject to the Surface Transportation Board</p>	<p>Office of Proceedings, Surface Transportation Board Department of Transportation 395 E Street, S. W. Washington DC 20423</p>
<p>5. Creditors Subject to the Packers and Stockyards Act, 1921</p>	<p>Nearest Packers and Stockyards Administration area supervisor</p>
<p>6. Small Business Investment Companies</p>	<p>Associate Deputy Administrator for Capital Access United States Small Business Administration 409 Third Street, S. W, 8th Floor Washington, DC 20416</p>
<p>7. Brokers and Dealers</p>	<p>Securities and Exchange Commission 100 F Street, N. E. Washington, DC 20549</p>
<p>8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations</p>	<p>Farm Credit Administration 1501 Farm Credit Drive McLean, VA 22102-5090</p>
<p>9. Retailers, Finance Companies, and All Other Creditors Not Listed Above</p>	<p>FTC Regional Office for region in which the creditor operates <u>or</u> Federal Trade Commission: Consumer Response Center – FCRA Washington, DC 20580 (877) 382-4357</p>