

Confidential Volunteer Application



For Office Use Only

Date ____ / ____ / ____ People ID# _____ Department _____

Department Head _____ Biblical Counseling _____ Administrative Pastor _____

Background check has been completed and approved. Signature _____

Signature confirms background check is complete.

Personal Information

Name _____
(Last) (First) (Middle Initial)

Address _____ City _____ State _____ ZIP _____
(Number, Street, Apartment/Room Number)

Home Phone _____ Cell Phone _____

Email _____ Age _____ Date of Birth ____ / ____ / ____

Occupation _____ Employer _____

Marital Status Single Married Formerly Married Widowed Spouse's Name _____ Age _____
(if Applicable)

Where would you like to serve? 1st choice: _____ 2nd choice: _____

Church Activity

Are you a member of Bellevue Baptist Church? Yes No If yes, how long have you been a member of Bellevue Baptist Church? _____

Which Worship Service do you attend? 9:20 a.m. 11:00 a.m. Which Life Group hour do you attend? 8:00 a.m. 9:20 a.m. 11:00 a.m.

If you are not a member of Bellevue, what church do you attend and how often? _____

Please write a brief summary of your conversion experience with Christ (when/where): _____

References (no former employers or relatives)

_____ <i>Department Head or Life Group Teacher (Bellevue member only)</i>	_____ <i>Friend</i>	_____ <i>Friend</i>
_____ <i>Phone</i>	_____ <i>Phone</i>	_____ <i>Phone</i>
_____ <i>Email</i>	_____ <i>Email</i>	_____ <i>Email</i>

The information contained in this application is correct to the best of my knowledge. I authorize any person, reference, church, institution, or agency listed in this application to give to you and/or furnish any information (including opinions) that they may have regarding my character and physical demands for my area of service. I release all parties involved from any liability and responsibility for doing so. I sign this release as my own free act in exchange for the opportunity to serve as a Bellevue Baptist Church volunteer.

If allowed to serve as a volunteer and I am authorized to work with minors, I agree to follow the Child and Youth Abuse Prevention Policies for Bellevue Baptist Church, found at bellevue.org/children-policies, and to refrain from inappropriate conduct in the performance of my service on behalf of Bellevue Baptist Church. I understand that any violation of the Child Protection Policy or misrepresentation of information that I have provided may result in termination of volunteer opportunities.

Applicant's Signature _____ **Date** ____ / ____ / ____

Leadership Covenant

Bellevue Baptist Church has a continued, long-standing practice of striving to conduct only ceremonies, expecting only employee/volunteer conduct, and allowing only facility uses which are in harmony with our doctrinal beliefs as expressed in the Southern Baptist Convention's most recently adopted Statement of Faith. Believing that the privilege of guiding people to a knowledge of God's Word and a total commitment to Christian discipleship is worthy of my surrender to God's call of service, I covenant, as a leader of Bellevue Baptist Church, to believe, teach, and discipline my life according to the beliefs and doctrines found in the *Baptist Faith and Message* ([sbc.net](http://www.sbc.net)). A copy of the Baptist Faith and Message will be provided on request or can be accessed online at <http://www.sbc.net/bfm2000/bfm2000.asp>.

Responsibility

With God as my help, I make a commitment to

- A daily devotional life (1 Peter 2:2b).
- Adhere to the principles of the New Testament, seeking leadership and strength of the Holy Spirit that I may be an example of Christian living (Ephesians 4:1b).
- Support the Senior Pastor, staff, and church leadership (Hebrews 13:17a).
- Participate in and support Life Groups and Worship at Bellevue Baptist Church (Hebrews 10:25a).
- Contribute my tithe to the Lord through the budget of my church (Malachi 3:10a).
- Be a peacemaker (Galatians 6:1b).
- Not abuse my social media to promote things that do not support Bellevue's Mission and Values and are not in harmony with our doctrinal beliefs as expressed in the Southern Baptist Convention's most recently adopted Statement of Faith.

All Scripture references are NASB©

Is there anything in your life—any habit, attitude, or unrepentant sin—that if we knew it, we would be hesitant to allow you to serve?

Yes No

Is there anything you believe about the Bible or doctrinal matters that if we knew it, we would be hesitant to allow you to serve?

Yes No

If at any time I am unable or unwilling to fulfill this covenant in all good conscience, I will relinquish my position of leadership.

Applicant's Signature _____ **Date** ____ / ____ / ____

Background Information



Name _____ Date of Birth ____/____/____ People ID#: _____
(Please print) *(Office use only)*

Have you ever been arrested or convicted of child abuse or a crime involving actual or attempted sexual molestation of a minor?

Yes No

If yes, please provide a detailed explanation on a separate sheet. Failure to provide this information will eliminate the applicant from consideration.

Were you a victim of abuse or molestation while a minor?

Yes No

(A "yes" answer to this question will prompt a minister from our Biblical Counseling office to contact you for a brief, confidential interaction. This conversation would serve to assess, if necessary, how we might best minister to you, and also how to proceed with the volunteer approval process. All information will be kept in strict confidence.)

Have you ever been convicted of a crime? Yes No (If yes, failure to provide this information will eliminate the applicant from consideration.)

I agree to the release of all investigative records to Bellevue Baptist Church for examination for the purpose of verifying the accuracy of criminal violation information contained on this application. I waive any right that I may have to inspect references provided on my behalf.

Should my application be accepted, I agree to submit to the policies of Bellevue Baptist Church and to refrain from unscriptural conduct in the performance of my services on behalf of the church.

Applicant's Signature _____ **Date** ____/____/____

Driver's License

Paste **front and back** copy of Driver's License here.

Volunteer Authorization To Release Information



Thank you for considering volunteer service! Please know that your special gifts are appreciated. In support of our commitment to providing a safe environment for all who participate at Bellevue Baptist Church, we ask that you complete this authorization and release form to conduct the necessary background checks. A criminal background screening will be conducted for all prospective volunteers/leadership that will represent Bellevue Baptist Church, and particularly, if the volunteer position you have applied for is one that involves working with minors. **Credit checks will not be conducted on any volunteer workers, except for volunteers serving in the Finance office.**

The information contained in the volunteer application form is correct to the best of my knowledge. I acknowledge that any personal information requested, including date of birth and social security number, is requested solely for identification purposes.

I hereby authorize Bellevue Baptist Church and its designated agents and representatives to conduct a comprehensive review of my background causing a consumer report and/or an investigative consumer report to be generated for volunteer purposes. I understand that the scope of the consumer report/investigative consumer report may include, but is not limited to, the following areas: verification of social security number, current and previous residences, employment history, education background, character references, civil and criminal history records from any criminal justice agency in any or all federal state, county jurisdictions, driving records, birth records, and any other public records.

I acknowledge that such inquiries may occur at any time prior to or during my service as a volunteer working with minors at Bellevue Baptist Church and may occur without the necessity of giving me any additional notice. I further authorize any individual, company, firm, corporation, or public agency to divulge any and all information requested, verbal or written, pertaining to me, to Bellevue Baptist Church, or its agents.

I understand I am entitled to know if a specific volunteer service is denied because of information obtained from all sources (forms) and by the criminal background screening. If so, I will be notified and given the name and address of the agency or the source which provided the information.

I hereby release Bellevue Baptist Church and its agents, officials, representative, or assigned agencies, including officers, employees, or related personnel both individually and collectively, from any and all liability for damages of whatever kind, which may, at any time, result to me, my heirs, family, or associates because of the information disclosed.

Last Name (print as appears on driver's license) First Middle Home Phone Number

Former Name or Other Names Used Date of Name Change

Date of Birth Social Security Number Current County (Not Country)

Current Street Address (Not P.O. Box)

Current City Current State ZIP Code (How Long) Years Months

Please list the City, State, and ZIP Code of all other addresses you have lived at in the past 7 years. Provide additional sheets if needed.

Street Address City State ZIP Code (How Long) Years Months

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Applicant's Signature _____ **Date** ____ / ____ / ____

Summary of Your Rights Under the Fair Credit Reporting Act

Please keep for your records

Para información en español, visite www.consumerfinance.gov/learnmore o escriba a la Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

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.

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:

TYPE OF BUSINESS:

1.a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates.

b. Such affiliates that are not banks, savings associations, or credit unions also should list, in addition to the CFPB:

CONTACT:

a. Consumer Financial Protection Bureau
1700 G Street NW
Washington, DC 20552

b. Federal Trade Commission: Consumer Response Center – FCRA
Washington, DC 20580
(877) 382-4357

2. To the extent not included in item 1 above:

a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks

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

c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations

d. Federal Credit Unions

a. Office of the Comptroller of the Currency
Customer Assistance Group
1301 McKinney Street, Suite 3450
Houston, TX 77010-9050

b. Federal Reserve Consumer Help Center
P.O. Box 1200
Minneapolis, MN 55480

c. FDIC Consumer Response Center
1100 Walnut Street, Box #11
Kansas City, MO 64106

d. National Credit Union Administration
Office of Consumer Protection (OCP)
Division of Consumer Compliance and Outreach
1775 Duke Street
Alexandria, VA 22314

• **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.

• **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 1-888-567-8688.

• **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.

3. Air carriers

Asst. General Counsel for Aviation Enforcement & Proceedings
Aviation Consumer Protection Division
Department of Transportation
1200 New Jersey Avenue, SE
Washington, DC 20590

4. Creditors Subject to Surface Transportation Board

Office of Proceedings, Surface Transportation Board
Department of Transportation
395 E Street S.W.
Washington, DC 20423

5. Creditors Subject to Packers and Stockyards Act, 1921

Nearest Packers and Stockyards Administration area supervisor

6. Small Business Investment Companies

Associate Deputy Administrator for Capital Access
United States Small Business Administration
409 Third Street, SW, 8th Floor
Washington, DC 20416

7. Brokers and Dealers

Securities and Exchange Commission
100 F St NE
Washington, DC 20549

8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations

Farm Credit Administration
1501 Farm Credit Drive
McLean, VA 22102-5090

9. Retailers, Finance Companies, and All Other Creditors Not Listed Above

FTC Regional Office for region in which the creditor operates or
Federal Trade Commission: Consumer Response Center – FCRA
Washington, DC 20580
(877) 382-4357