General Authorization Letter

Second Baptist Church Southwest

Washington, D.C.

I have applied for an employment position with Second Baptist Church Southwest (SBCSW) and hereby authorize you to release the requested information concerning:

- Employment history, dates, title, performance, reason for leaving , etc.
- Academic credentials
- Personal and professional references

The information you provide is for the confidential use of the SBCSW in determining my qualifications for employment and/or to confirm information supplied to them.

A photographic or fax copy of this authorization may be used as a duplicate original. The original signed form is maintained by SBCSW.

Your Prompt reply is appreciated.

Privacy Note: This information is to be used by the organization collecting it in determining whether you qualify as a prospective employee. It will not be disclosed outside of the organization without your consent except as required or permitted by law.

_____ _____

Applicant Signature Printed Name

Date: _____