

# Background Check Consent Notification

Dear [Applicant's Name],

We are writing to inform you that as part of our hiring process, we will conduct a background check. This is to ensure the safety and security of our employees and clients.

Please find below the details regarding the background check:

- Type of Background Check: [Specify type]
- Conducted By: [Background Check Agency]
- Purpose: [Describe purpose]

Consent for the background check is required. Please sign and date below to give your consent.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

If you have any questions or would like further information, please do not hesitate to contact us at [Contact Information].

Thank you for your attention to this matter.

Sincerely,  
[Your Name]  
[Your Position]  
[Company Name]