



NATIONAL CART CO.

Employment Application

Applicant Information

Please answer the questions on this application fully, truthfully, and completely. Any omissions, failures to answer, and/or any included information, which was not specifically requested, will result in this application's automatic rejection.

Last Name First Name Middle Initial

Position applying for Today's Date

Street address Apartment #

City State Zip Code

Cell Phone Home Phone

Email address

Date available to start work \$ Desired Salary

How did you hear about us? NCC Website Internet Job Board Temp Agency Employee
Job Fair Hiring Signs Billboard Social Media

If temp agency, please list name. If Employee, please list name.
If Internet Job Board, please list. If job fair, please list.
If Social Media, please list. If hiring signs/billboard, list location.

Are you 21 years of age or older? YES NO

Are you a citizen of the United States? YES NO If no, are you authorized to work in the US?

Have you ever worked for National Cart Co.? YES NO If yes, when?

Do you have dates you will need off (vacation, court, school, etc.)? YES NO If yes, when?

Have you ever been convicted of, pled guilty or nolo contendere to a felony? YES NO If yes, explain.
A conviction of a felony will not necessarily disqualify you for employment.

National Cart Co. has a tobacco free campus. Tobacco use is not permitted on premise. This includes paid breaks.
National Cart Co. charges tobacco users more for their health insurance, however National Cart Co. provides associates with resources to quit tobacco use. Would you be interested in receiving this information? YES NO



Education

High School MM/YY to MM/YY

Did you graduate? YES NO

Degree

College MM/YY to MM/YY

Did you graduate? YES NO

Degree

Other MM/YY to MM/YY

Did you graduate? YES NO

Degree

Previous Employment

Company Phone Supervisor Email Address

Address (Include city and zipcode) Supervisor Name

\$ \$

Job Title Starting Salary Ending Salary

Employed from MM/YY to MM/YY

Responsibilities

What was your reason for leaving? May we contact this employer?

Company Phone Supervisor Email Address

Address (Include city and zipcode) Supervisor Name

\$ \$

Job Title Starting Salary Ending Salary

Employed from MM/YY to MM/YY

Responsibilities

What was your reason for leaving? May we contact this employer?

Company Phone Supervisor Email Address

Address (Include city and zipcode) Supervisor Name

\$ \$

Job Title Starting Salary Ending Salary

Employed from MM/YY to MM/YY

Responsibilities

What was your reason for leaving? May we contact this employer?



Military Service

Served from MM/YY to MM/YY

Branch

Rank at discharge

Type of Discharge

If other than honorable, explain

Skill Set (Explain your manufacturing experience)

MIG Welding

Brake Press

TIG Welding

Punch Press

Aluminum Welding

Robotic Weld Programming

Shipping Receiving

Tube Bending

Assembly

Machine Set-UP

Fork Lift

LEAN Training

Machine Operator

CNC Programming

References

Full Name

Relationship

Company

Phone number

Email Address

Full Name

Relationship

Company

Phone number

Email Address

Full Name

Relationship

Company

Phone number

Email Address



Disclaimer and Signature

1. If I am offered employment by National Cart Co., I understand that I may be required to take a post-offer medical examination before beginning work, in which case National Cart Co.'s offer of employment will be conditioned upon my satisfactory completion of this examination.

When a post-offer medical examination is required, it will be required of all entering associates in the same job category, and the information obtained in the course of the examination will be treated as a confidential medical record.

I consent to taking a pre-employment drug test and understand that any offer of employment by National Cart Co. will also depend on my satisfactory completion of this test.

2. If I am offered employment that requires driving as an essential function, I understand that the offer may be subject to proof of a good driving record and my ability to comply with all driving tests.

3. The information contained in this application is true to the best of my knowledge and belief. I understand that any misrepresentation of fact(s), as stated or implied, or any extraneous or unasked for information given in my application, interview(s), and/or other employment form(s), will be sufficient reason not to hire me and will result in the termination of my employment with National Cart Co. upon discovery.

I understand and agree that National Cart Co., or its authorized representative, will verify all information furnished in this application. I waive any right I may have to notice from any individual(s) and/or organization(s) named or referred to by me in this application prior to the release of any employment information to National Cart Co. I hereby authorize all individuals in organizations named or referred to in this application and any law enforcement organization to give National Cart Co. from any and all liability for any claim damage resulting there from.

4. I understand that, if hired, I am required to abide by all rules and regulations of National Cart Co. and to comply with all policies and procedures in the Associate Handbook, any policy and procedure manual or other communications to associates including, but not limited to, safety rules. I further understand that National Cart Co. policies and procedures are subject to modification without notice.

I understand that National Cart Co. is not obligated to provide employment and that I am not obligated to accept employment. Nothing in this application, or in any prior or subsequent oral or written statement, is intended to create any contract of employment or to create any rights in the nature of a contract of employment. I understand that, if I am hired by National Cart Co. nothing in this application shall restrict the right of National Cart Co. to terminate my employment at any time.

I hereby acknowledge that I have read and understand the above statements.

Signature

Date

National Cart Co. is an equal opportunity employer and does not discriminate against any individual in any phase of employment in accordance with the requirements of local, state and federal laws.



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

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.
- **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 1-888-5-OPTOUT (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.

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:	CONTACT:
1.a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates	a. Consumer Financial Protection Bureau 1700 G. Street N.W. Washington, DC 20552
b. Such affiliates that are not banks, savings associations, or credit unions also should list,	b. Federal Trade Commission: Consumer Response Center – FCRA

in addition to the CFPB:	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	a. Office of the Comptroller of the Currency Customer Assistance Group 1301 McKinney Street, Suite 3450 Houston, TX 77010-9050
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	b. Federal Reserve Consumer Help Center P.O. Box. 1200 Minneapolis, MN 55480
c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations	c. FDIC Consumer Response Center 1100 Walnut Street, Box #11 Kansas City, MO 64106
d. Federal Credit Unions	d. National Credit Union Administration Office of Consumer Protection (OCP) Division of Consumer Compliance and Outreach (DCCO) 1775 Duke Street Alexandria, VA 22314
3. Air carriers	Asst. General Counsel for Aviation Enforcement & Proceedings Aviation Consumer Protection Division Department of Transportation 1200 New Jersey Avenue, S.E. Washington, DC 20423
4. Creditors Subject to the Surface Transportation Board	Office of Proceedings, Surface Transportation Board Department of Transportation 395 E Street, S.W. Washington, DC 20423
5. Creditors Subject to the 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, S.W., 8 th Floor Washington, DC 20549
7. Brokers and Dealers	Securities and Exchange Commission 100 F Street, N.E.

	Washington, DC 20549
8. Federal Land Banks, Federal Lank 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 <u>or</u> Federal Trade Commission: Consumer Response Center – FCRA Washington, DC 20580 (877) 382-4357

Acknowledgment and Authorization Regarding Background Investigation

I acknowledge receipt of the DISCLOSURE REGARDING BACKGROUND INVESTIGATION, A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT, AND RIGHT TO OBTAIN MORE INFORMATION REGARDING INVESTIGATIVE CONSUMER REPORTS. I certify that I have read and understand those documents. I hereby authorize the obtaining of "consumer reports" and/or "investigative consumer reports" by _____ ("the Company") at any time during the hiring process and throughout my employment, if applicable. To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, insurance company or other party to furnish any and all background information requested by AAIM Employers' Association, 1600 S. Brentwood Blvd, Suite 400, St. Louis, MO 63144, 314.754.0236 (the Agency").

Massachusetts and New Jersey applicants or employees only: You have the right to inspect and promptly receive a copy of any investigative consumer report requested by the Company by contacting the consumer reporting agency identified above directly.

Minnesota applicants and employees only: You have the right, upon written request to the Agency, to receive a complete and accurate disclosure of the nature and scope of any consumer report. The Agency must make this disclosure within five days of receipt of your request or of Company's request for the report, whichever is later. Please check this box if you would like to receive a copy of a consumer report if one is obtained by the Company.

New York applicants and employees only: You have the right, upon request, to be informed of whether or not a consumer report was requested from a consumer reporting agency by contacting the Agency. If a consumer report is requested, you will be provided with the name and address of the consumer reporting agency furnishing the report. You may inspect and receive a copy of the report by contacting the Agency with the contact information above.

Oklahoma applicants and employees only: Please check this box if you would like to receive a copy of any report if one is obtained by the Company.

California applicants and employees only: By signing below, you also acknowledge receipt of the NOTICE REGARDING BACKGROUND INVESTIGATION PURSUANT TO CALIFORNIA LAW. Please check this box if you would like to receive a copy of an investigative consumer report at no charge if one is obtained by the Company whenever you have a right to receive such a copy under California law.

State of Washington applicants and employees only: If the Company requests an investigative consumer report from a consumer reporting agency, you have the right to receive a complete and accurate disclosure of the nature and scope of the investigation requested by Company. You also have the right to request from the Agency a written summary of your rights and remedies under the Washington Fair Credit Reporting Act.

Last Name	First Name	Middle Name	
Other Names Used (Please include Maiden, Aliases, Nick Names, etc.)			
Street Address	City	State	Zip Code
Social Security Number	Date of Birth		
Email Address	Phone Number		
Driver's License Number	State of Issuance		

Do you authorize contact with your current employer or references associated with your current employer? YES NO

Applicant Signature: _____ Date: _____

NOTICE REGARDING BACKGROUND INVESTIGATION PURSUANT TO CALIFORNIA LAW

_____ ("the Company") intends to obtain information about you from an investigative consumer reporting agency and/or a consumer credit reporting agency for employment purposes. Thus, you can expect to be the subject of "investigative consumer reports" and "consumer credit reports" obtained for employment purposes. Such reports may include information about your character, general reputation, personal characteristics, and mode of living. With respect to any investigative consumer report from an investigative consumer reporting agency ("ICRA"), the Company may investigate the information contained in your employment application and other background information about you, including but not limited to, obtaining a criminal record report, verifying references, work history, your educational achievements, licensure and certifications, obtaining your driving record and other information about you, and interviewing people who are knowledgeable about you. The results of this report may be used as a factor in making employment decisions. The source of any investigative consumer report (as that term is defined under California law) will be AAIM Employers' Association, 1600 S Brentwood Blvd, Suite 400, St. Louis, MO 63144, 314.754.0236. The source of any credit report will be AAIM, Employers' Association, 1600 S Brentwood Blvd, Suite 400, St. Louis, MO 63144, 314.754.0236. Information regarding AAIM's privacy practices (including information about whether any consumer personal information will be sent outside the U.S. or its territories) may be found at <http://www.aaim.org/AAIMCheck/Background-Verification.aspx>

The Company agrees to provide you with a copy of an investigative consumer report when required to do so under California law.

Under California Civil Code section 1786.22, you are entitled to find out from an ICRA what is in the ICRA's file on you with proper identification, as follows:

- In person, by visual inspection of your file during normal business hours and upon reasonable notice. You also may request a copy of the information in person. The ICRA may not charge you more than the actual copying costs for providing you with a copy of your file.
- A summary of all information contained in the ICRA's file on you which is required to be provided by the California Civil Code and will be provided to you via telephone, if you have made a written request with proper identification for telephone disclosure and the toll charge, if any, for the telephone call is prepaid by or charged directly to you.
- By requesting a copy be sent to a specified addressee by certified mail. ICRA's complying with requests for certified mailings shall not be liable for disclosures to third parties caused by mishandling of mail after such mailings leave the ICRA's.

"Proper Identification" includes documents such as a valid driver's license, social security account number, military identification card, and credit cards. Only if you cannot identify yourself with such information may the ICRA require additional information concerning your employment and personal or family history in order to verify your identity.

The ICRA will provide trained personnel to explain any information furnished to you and will provide a written explanation of any coded information contained in files maintained on you. This written explanation will be provided whenever a file is provided to you for visual inspection.

You may be accompanied by one other person of your choosing, who must furnish reasonable identification. An ICRA may require you to furnish a written statement granting permission to the ICRA to discuss your file in such person's presence.

Disclosure Regarding Background Investigation

_____ (“the Company”) may obtain information about you from a consumer reporting agency for employment purposes. Thus, you may be the subject of a “consumer report” and/or an “investigative consumer report” which may include information about your character, general reputation, personal characteristics, and/or mode of living, and which can involve personal interviews with sources such as your neighbors, friends or associates. These reports may contain information regarding your criminal history, credit history, motor vehicle records (“driving records”), verification of your education or employment history or other background checks.