

City of North Mankato
1001 Belgrade Avenue
North Mankato MN 56003
(507) 625-4141

Date: _____

The following named individual has made application with this agency for:

- City Employment (full-time, part-time, or volunteer)
- Business License
- Liquor License
- Solicitor License
- Volunteering
- Tobacco License
- Cannabinoid License

Last Name of Applicant (Please Print): _____

First Name (Please Print Full First Name): _____

Middle Name (Please Print Full Middle Name): _____

Maiden, Alias or Former (Please Print): _____

Date of Birth: _____ Sex (M or F): _____

Driver's License Number: _____ State: _____

I authorize the Minnesota Bureau of Criminal Apprehension to disclose all criminal history information to the North Mankato Police Department and the City of North Mankato for the purpose of employment or City licensure.

Signature of Applicant

Date

WARNING PURSUANT TO MINNESOTA STATUTES
§13.04, SUBD. 2 (TENNESSEN WARNING)

In accordance with the Minnesota Government Data Practices Act, an individual asked to supply private or confidential data concerning the individual must be informed of the individual's rights as they pertain to the private or confidential information to be collected from the individual. Private data is that information which is available to you, but not to the public.

The information collected from you, or from other agencies or individuals authorized by you, is used to determine whether to hire you or otherwise allow you to provide a service to us.

You are not required to provide this information; however, under Minnesota Statutes Section 123B.03, or Section 299C.62 or the Procedures for Employee Background Checks or Volunteer Background Checks developed by the City of North Mankato, if you do not supply the required information, you will not be considered for employment, your employment may be terminated based on the result of the background check or you may not be allowed to provide a service to us.

The use of the private data collected is limited to that necessary for the administration and management of our hiring process or our volunteer programs. Persons or agencies with whom this information may be shared include:

1. Human resources personnel;
2. Administration employees;
3. Officers, directors or department heads;

Unless otherwise authorized by State Statute or Federal Law, other government agencies utilizing the reported private data must also treat the information as private.

You may wish to exercise your rights as contained in the Minnesota Government Data Practices Act. These rights include:

1. The right to see and obtain copies of the background check report or other private data maintained on you.
2. The right to be informed as to the content and meaning of that data.
3. The right to contest the accuracy and completeness of that data.