

**AUTHORIZED SCRIPT AND
RECORD OF DRIVER CONSENT (“SCRIPT”)
THROUGH PHONE AUTHORIZATION**

	Item	Customer Service Agent (CSA) to enter relevant data/responses in cells below, except as otherwise specified
1	Name of TPP (Third Party Provider)	
2	Name of Customer Service Agent (CSA)	
3	CS Identifiers (Employee #, Batch #, or Similar Identifier)	
4	Date of Call (mm/dd/yyyy)	
5	Time of Call	
6	Driver Name (Last, First, Middle)	
7	DL# or Equivalent	
8	Driver Identifier or response to security question	
9	Did the Driver apply for the job by mail, telephone, computer, or other similar remote means? Circle as appropriate. If answer is “No,” telephone consent is not permitted.	YES NO
10	Has the hiring process to date been entirely remote? Circle as appropriate. If answer is “No,” telephone consent is not permitted.	YES NO
11	Required FCRA Notice and Disclosure to be read to Driver	<p>[CSA to read the following text verbatim]</p> <p>“I am required to read to you the following notice under the Fair Credit Reporting Act:</p> <p>In order to process your application for employment name of TPP] will seek the release of your master pointer record from the Commercial Driver License Information System (CDLIS). The TPP requires this release to be provided before obtaining your CDL record from the CDL state of issuance.</p> <p>“AAMVA, the American Association of Motor Vehicle Administrators, serves as the Operator of CDLIS. If adverse action is taken on your employment application the organization or person that made the adverse decision must at that time furnish you with AAMVA’s complete name, address, and telephone contact information.”</p>

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12	Acknowledgement or receiving the required FCRA Notice and Disclosure	<p>[CSA to read the following question verbatim and enter the response below]</p> <p>“Have you heard my reading of the required Fair Credit Reporting Act notice just now?”</p> <p>[CSA to circle “Yes” or “No” as applicable]</p> <p>YES NO</p>
13	Consent of Driver	<p>[CSA to read following question verbatim]</p> <p>“Do you provide consent for TPP to seek the release of your CDLIS Central Site master point of record and to use that information to obtain your CDL record from the state of issuance of your CDL?”</p> <p>[CSA to circle “Yes” or “No” as applicable together with CSA’s initials to record Driver’s response to the preceding question]</p> <p>YES NO</p> <p>CSA Initials _____</p>

FOLLOWING TO BE COMPLETE, SIGNED BY CSA, AND FURNISHED TO THE TPP WITHIN TWO WEEKS

I, _____ [insert name of CSA], the Customer Service Agent of _____ [insert name of TPP] declare that I personally have spoken to the Driver identified above in connection with Driver’s employment application. I have completely and accurately followed the Script above to collect information, provide the Required Notice and Disclosure (verbatim), and seek the Driver’s Consent (verbatim) for TPP to see access to Driver’s CDLIS Central Site master pointer record. I have accurately and completely recorded above the Driver’s responses to the prescribed questions contained in the Script.

The Driver verbally acknowledged receiving and understanding the disclosures/notices and provided consent for TPP to seek the release of Driver’s CDLIS Central Site master pointer record. The information contained in the completed version of the Script above is true, correct, and complete.

_____ Date _____, 20__

_____ [print name]

_____ [print title]