

# Fax Cover Sheet

Applicant DMV release and Resume  
[www.recruitthewinners.com](http://www.recruitthewinners.com)

Attention: General Sales Manager / Sales Manager

Included:

- Fax Cover Page
- Driving Record Release
- Resume / Job Skills

From: \_\_\_\_\_

Best Contact Number: (\_\_\_\_)\_\_\_\_\_-\_\_\_\_\_

All information included is complete and accurate to the best of my knowledge.

Name: \_\_\_\_\_

Signed: \_\_\_\_\_

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

**Disclosure of intent to obtain a Driving History Report and Drivers License Violations Report for employment purposes**

In compliance with the Fair Credit Reporting Act, please be advised that we may request a Driving History & Drivers License Violations Report in connection with your application for employment with the dealership.

This report consists of driving records and violations history available from the State Office of the Department of Public Safety. You hereby authorize the dealership to obtain all Driving History & Drivers License Violations Reports in connection with your employment application.

You understand that this authorization is continuing and may be withdrawn by you only if you advise the dealership in writing.

Drivers License #: \_\_\_\_\_

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

Applicant Printed Name: \_\_\_\_\_

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

Check this box and fill in your address if you want the dealership to request the preparer of this report to mail you a copy of the report at no charge.

Mailing address:

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Once you have been instructed to do so, fax this Cover Page, Driving Records Release form, and any Resume / Skills Description to the fax number of the dealership. The fax number should be located on the dealer's main website.