

SERVICE ORDER FORM

Company Information:

Company Name: _____ Tel: _____
 Contact Person: _____ Email: _____
 Candidate's Name: _____ Position Applied For: _____

Additional Candidate's Names:

1. _____ 2. _____ 3. _____
 4. _____ 5. _____ 6. _____

Special Instructions:

Services Required:

Criminal Report

Requires Completion of FORM C

YES

Exit Interview

Requires Completion of FORM G

Yes

Reference Entry Level

Requires Completion of FORM A

1 Yes

2 Yes

3 Yes

Employment Verification

Requires Completion of FORM K

1 Yes

2 Yes

3 Yes

Credit Report

Requires Completion of FORM E

YES

National Security Search

Requires Completion of FORM E

Yes

Reference Standard

Requires Completion of FORM A

1 Yes

2 Yes

3 Yes

Education/Accreditation Verification

Requires Completion of FORM B

1 Yes

2 Yes

3 Yes

Driver's Abstract

Requires Completion of FORM F

Yes

Reference Executive

Requires Completion of FORM A

1 Yes

2 Yes

3 Yes

**Please fax or email this completed form with the applicable release form(s) to
 1-800-273-8971 or info@hireperformance.ca**