



**TEXAS BANK FINANCIAL
APPLICATION FOR EMPLOYMENT
AN EQUAL OPPORTUNITY EMPLOYER**

All applicants are considered for employment without regard to race, color, national origin, citizenship, religion, gender, age, marital or veteran's status or any medical, mental, or physical handicap or disability that will not adversely affect the safe and satisfactory performance of the essential functions of the job.

POSITION APPLIED FOR: _____

PERSONAL INFORMATION

NAME _____ DATE _____
 (First) (Preferred) (Middle Initial) (Last)

STREET ADDRESS _____ CITY, STATE, ZIP _____

TELEPHONE (Home) _____ (Business) _____

CELL PHONE/PAGER _____ E-MAIL ADDRESS _____

HOURS TO CONTACT _____ SOCIAL SECURITY # _____

Have you ever filed an application here before? _____ Yes _____ No

Have you ever been employed here before? _____ Yes _____ No

If the answer to either question above is yes, please give date: _____

Are you employed now? _____ May we contact your present employer? _____

AVAILABILITY

On what date would you be available for work? _____

Are you looking for part-time or full-time? _____

How many hours per week would you like to work? _____

List the hours and days of the week you are available to work (Monday – Saturday): _____

CRIMINAL RECORD

(NOTE: A guilty plea to, or conviction of, a crime or a pending charge is not an automatic bar to employment; all circumstances will be considered.)

Have you ever pled guilty to, or been convicted of a crime? _____ Yes _____ No

If yes, give date and state the nature of the charges: _____

Name or location of court where pending: _____

EDUCATION AND TRAINING

	HIGH	COLLEGE	GRADUATE	TRADE
SCHOOL NAME				
YEARS COMPLETED	9 10 11 12	1 2 3 4	1 2 3 4	1 2 3 4
DEGREE RECEIVED Y/N				
TYPE OF DEGREE & FIELD				

Did you receive a G.E.D. in lieu of a high school diploma? _____ Yes _____ No

Honors received _____

Extracurricular activities _____

List the computer hardware and software you have used _____



EMPLOYMENT HISTORY

(NOTE: List present or most recent employer first and continue in reverse chronological order, including self-employment. Please provide complete employment history; DO NOT write "SEE RESUME." If you need additional space, please continue on a separate piece of paper.)

1. EMPLOYER _____ TELEPHONE _____
ADDRESS _____
JOB TITLE _____
DATES EMPLOYED FROM (Month/Year) _____ TO (Month/Year) _____
PAY RATE START _____ FINISH _____ SUPERVISOR _____
MAY WE CONTACT FOR REFERENCE? _____
REASON FOR LEAVING _____
WORK PERFORMED _____

2. EMPLOYER _____ TELEPHONE _____
ADDRESS _____
JOB TITLE _____
DATES EMPLOYED FROM (Month/Year) _____ TO (Month/Year) _____
PAY RATE START _____ FINISH _____ SUPERVISOR _____
MAY WE CONTACT FOR REFERENCE? _____
REASON FOR LEAVING _____
WORK PERFORMED _____

3. EMPLOYER _____ TELEPHONE _____
ADDRESS _____
JOB TITLE _____
DATES EMPLOYED FROM (Month/Year) _____ TO (Month/Year) _____
PAY RATE START _____ FINISH _____ SUPERVISOR _____
MAY WE CONTACT FOR REFERENCE? _____
REASON FOR LEAVING _____
WORK PERFORMED _____

4. EMPLOYER _____ TELEPHONE _____
ADDRESS _____
JOB TITLE _____
DATES EMPLOYED FROM (Month/Year) _____ TO (Month/Year) _____
PAY RATE START _____ FINISH _____ SUPERVISOR _____
MAY WE CONTACT FOR REFERENCE? _____
REASON FOR LEAVING _____
WORK PERFORMED _____

SPECIAL TRAINING, SKILLS AND QUALIFICATIONS _____

COMMENTS (Including explanation of any gaps in employment): _____



WORK REFERENCES

(Please list only those people who have direct knowledge of your present or past work performance.)

1. NAME OF REFERENCE _____ TELEPHONE _____
ALTERNATE TELEPHONE NUMBER _____
OF YEARS KNOWN _____ DATES KNOWN (FROM - TO) _____
NATURE OF WORK RELATIONSHIP (Supervisor, subordinate, coworker) _____

2. NAME OF REFERENCE _____ TELEPHONE _____
ALTERNATE TELEPHONE NUMBER _____
OF YEARS KNOWN _____ DATES KNOWN (FROM - TO) _____
NATURE OF WORK RELATIONSHIP (Supervisor, subordinate, coworker) _____

3. NAME OF REFERENCE _____ TELEPHONE _____
ALTERNATE TELEPHONE NUMBER _____
OF YEARS KNOWN _____ DATES KNOWN (FROM - TO) _____
NATURE OF WORK RELATIONSHIP (Supervisor, subordinate, coworker) _____

APPLICANT CERTIFICATION AND RELEASE

I hereby certify that all of the information provided by me in this application (or other accompanying or required documents) is correct, accurate and complete to the best of my knowledge. I understand that the falsification, misrepresentation or omission of any facts in said documents will be cause for denial of employment or immediate termination of employment regardless of the timing or circumstances of discovery.

I understand that submission of an application does not guarantee employment. I further understand that should an offer of employment be extended by Texas Bank Financial that such employment with Texas Bank Financial is at will, for no specified duration and may be terminated by either Texas Bank Financial or myself at any time, with or without cause or notice. I understand that none of the documents, policies, procedures, actions or statements of Texas Bank Financial or its representatives used during the employment process is deemed a contract of employment, real or implied.

I authorize Texas Bank Financial to do a background inquiry to verify the statements and information on this application, other documentation that I have provided, and other areas that may include prior employment, consumer credit and criminal convictions. I authorize schools, former employers and supervisors to provide any and all information pertinent to my being considered for employment. I hereby release any individual, agency, and Texas Bank Financial from all claims or liabilities whatever that may arise from the disclosure of such information.

I understand and agree that prior to my employment, or from time to time during the course of employment, I may be required, to the extent permitted by law, to take a drug or alcohol screen or similar test or examination as a condition of hiring or continued employment.

I understand that this application is considered current for six months. If I wish to be considered for employment after this period I must fill out and submit a new application.

This agreement is the whole agreement of the parties concerning the subject matter hereof and supersedes and replaces any existing agreement between Texas Bank Financial and the employee relating generally to the same subject matter.

BY SIGNING BELOW I ACKNOWLEDGE THAT I HAVE READ, UNDERSTOOD AND AGREE TO THE ABOVE STATEMENTS.

SIGNED _____ DATE _____

NOTICE AND ACKNOWLEDGMENT

[IMPORTANT -- PLEASE READ CAREFULLY BEFORE SIGNING ACKNOWLEDGMENT]

NOTICE REGARDING BACKGROUND INVESTIGATION

Texas Bank Financial 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, driving record, and/or mode of living, and which can involve personal interviews with sources such as your current and past employers, friends, or associates. These reports may be obtained at any time after receipt of your authorization and, if you are hired, throughout your employment. You have the right, upon written request made within a reasonable time after receipt of this notice, to request disclosure of the nature and scope of any investigative consumer report. Please be advised that the nature and scope of the most common form of investigative consumer report obtained with regard to applicants for employment is an investigation into your education and/or employment history conducted by **EmployeeScreenIQ, PO Box 22627, Cleveland, OH 44122-0627, 1-800-235-3954, www.employeescreen.com**. The scope of this notice and authorization is all-encompassing, however, allowing **Texas Bank Financial** to obtain from any outside organization all manner of consumer reports and investigative consumer reports now and, if you are hired, throughout the course of your employment to the extent permitted by law. As a result, you should carefully consider whether to exercise your right to request disclosure of the nature and scope of any investigative consumer report.

You may find information about EmployeeScreenIQ's privacy policy at www.employeescreen.com/privacy.asp.

New York & Maine applicants or employees only: You have the right to inspect and receive a copy of any investigative consumer report requested by the Employer by contacting EmployeeScreenIQ directly.

ACKNOWLEDGMENT AND AUTHORIZATION

I acknowledge receipt of the NOTICE REGARDING BACKGROUND INVESTIGATION and A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT and certify that I have read and understand both of those documents. I hereby authorize the obtaining of "consumer reports" and/or "investigative consumer reports" at any time after receipt of this authorization and, if I am hired, throughout my employment. 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, or insurance company to furnish any and all background information requested by **EmployeeScreenIQ**, another outside organization acting on behalf of **Texas Bank Financial** itself. I agree that a facsimile ("fax") or photographic copy of this Authorization shall be as valid as the original.

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

California applicants or 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 or consumer credit report if one is obtained by the Company at no charge whenever you have a right to receive such a copy under California law.

The following is for identification purposes only to perform the background check and will not be used for any other purpose:

DATE PRINT NAME

SIGNATURE OF EMPLOYEE OR PROSPECTIVE EMPLOYEE

SOCIAL SECURITY NUMBER

Date of Birth (For Background Purposes Only)

Drivers License Number State

Current Address: _____

Previous Addresses (Last 7 years): _____

Any other names I have been known by (including maiden name): _____

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.ftc.gov/credit or write to: Consumer Response Center, Room 130-A, Federal Trade Commission, 600 Pennsylvania Ave. N.W., Washington, D.C. 20580.**

- **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 identify 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, by September 2005 all consumers will be entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.ftc.gov/credit 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.ftc.gov/credit 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.ftc.gov/credit.

- **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 888-5-OPT-OUT (888-567-8688) or www.optoutprescreen.com.
- **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.ftc.gov/credit.

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 Federal enforcers are:

TYPE OF BUSINESS:	CONTACT:
Consumer reporting agencies, creditors and others not listed below	Federal Trade Commission: Consumer Response Center – FCRA Washington, DC 20580 1-877-382-4357
National banks, federal branches/agencies of foreign banks (word “National” or initials “N.A.” appear in or after bank’s name)	Office of the Comptroller of the Currency Compliance Management, Mail Stop 6-6 Washington, DC 20219 800-613-6743
Federal Reserve System member banks (except national banks, and federal branches/agencies of foreign banks)	Federal Reserve Board Division of Consumer & Community Affairs Washington, DC 20551 202-452-3693
Savings associations and federally chartered savings banks (word “Federal” or initials “F.S.B.” appear in federal institution’s name)	Office of Thrift Supervision Consumer Complaints Washington, DC 20552 800-842-6929
Federal credit unions (words “Federal Credit Union” appear in institution’s name)	National Credit Union Administration 1775 Duke Street Alexandria, VA 22314 703-519-4600
State-chartered banks that are not members of the Federal Reserve System	Federal Deposit Insurance Corporation Consumer Response Center, 2345 Grand Avenue, Suite 100 Kansas City, Missouri 64108-2638 1-877-275-3342
Air, surface, or rail common carriers regulated by former Civil Aeronautics Board or Interstate Commerce Commission	Department of Transportation, Office of Financial Management Washington, DC 20590 202-366-1306
Activities subject to the Packers and Stockyards Act, 1921	Department of Agriculture Office of Deputy Administrator – GIPSA Washington, DC 20250 202-720-7051

NOTICE REGARDING BACKGROUND INVESTIGATION PURSUANT TO CALIFORNIA LAW

Employer (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 social security number, your educational achievements, licensure, and certifications, 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 **EmployeeScreenIQ** (EmployeeScreenIQ), PO Box 22627, Cleveland, OH 44122, 1-800-235-3954. The source of any credit report will be {EmployeeScreenIQ (EmployeeScreenIQ), PO Box 22627, Cleveland, Ohio 44122, 216-514-2800 or toll free 800-235-3954}.

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 on 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 that is required to be provided by the California Civil Code 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.