



ComDirect, Inc.
 17701 Cowan
 Irvine, CA 92614 USA
 Suite 150
 Phone 949-269-1500
 Fax 949-269-1515

Employment Application

Personal Information

Last Name	First Name	Middle Initial	Date
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Other names by which you have been known (for date verification and reference checking purposes)	Social Security Number
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Home Phone	Business Phone	E-mail Address
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Permanent Address	City	State	ZIP Code
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Previous Address (If at current address less than 5 years)	Driver's License Number/State
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If you are not a citizen of the United States, are you eligible to work in the U.S. and would you be able to provide the necessary documents of proof of the legal right to work upon hire? Yes No

Are you under 18? Yes No If you are under 18 and still in high school, you may be required to provide a work permit upon hire.

Instructions for answering the following question regarding your criminal record history:

A. All applicants: Do not respond "yes" concerning the following: arrests or detentions that did not result in conviction; referrals to, and participation in, any pretrial or post-trial diversion program; marijuana-related convictions more than two years old; convictions for which the record has been judicially ordered sealed, expunged, or statutorily eradicated; convictions that occurred more than ten (10) years ago; misdemeanor convictions for which probation has been successfully completed or otherwise discharged and the case has been judicially dismissed; and first convictions for misdemeanors of drunkenness, simple assault, speeding, minor traffic violations, or disturbances of the peace or misdemeanor convictions where five (5) or more years have elapsed between the application date and the date of conviction or completion of incarceration, whichever is later.

Have you ever been convicted of a crime? Yes No

If YES, what was (were) the offense(s)?

Date(s) and place(s) of conviction	<small>A CONVICTION RECORD WILL NOT NECESSARILY BE A BAR TO EMPLOYMENT. Factors such as age at the time of the offense, type of offense and relevance to the job for which you are applying, seriousness and nature of the offense, and rehabilitation will be taken into account.</small>
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How did you hear about this career opportunity?

<input type="checkbox"/> ComDirect website	<input type="checkbox"/> Other website (specify below)	<input type="checkbox"/> Advertisement (specify publication below)	<input type="checkbox"/> Agency (specify below)
<input type="checkbox"/> Self	<input type="checkbox"/> Recruiter (specify below)	<input type="checkbox"/> Employee Referral (specify below)	<input type="checkbox"/> Other (specify below)

Name of Referral Source

Have you ever been employed by or contracted with ComDirect? Yes No Full-Time Contractor _____ through _____
If so, when?

What position did you hold? Manager

Employment Interest

Position Desired	Salary Desired	Date Available
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Have you interviewed for another position at ComDirect? Yes No _____
If so, when?

Education and Training

Indicate last level completed: High School College or University Graduate School

Name of High School, Technical School, and College	City, State	Major	Degree	Month/Year of Degree

Additional education, vocational, professional, military, or other information you feel may be helpful to us in considering your application:

Employment History

Please list most recent employer first.

Company Name		Street Address	
City	State	ZIP Code	May we contact employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Starting Job Title		Final Job Title	
Supervisor's Name and Title			Phone
Reason for Leaving			
Job Duties		Dates of Employment	
		From (mo/yr)	To (mo/yr)
		Starting Rate of Pay (\$)	Ending Rate of Pay (\$)

Company Name		Street Address	
City	State	ZIP Code	May we contact employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Starting Job Title		Final Job Title	
Supervisor's Name and Title			Phone
Reason for Leaving			
Job Duties		Dates of Employment	
		From (mo/yr)	To (mo/yr)
		Starting Rate of Pay (\$)	Ending Rate of Pay (\$)

Company Name		Street Address	
City	State	ZIP Code	May we contact employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Starting Job Title		Final Job Title	
Supervisor's Name and Title			Phone
Reason for Leaving			
Job Duties		Dates of Employment	
		From (mo/yr)	To (mo/yr)
		Starting Rate of Pay (\$)	Ending Rate of Pay (\$)

Business Reference Data

Please list at least one present or former manager.

Name	Email Address	Phone	Business Relationship
1			
2			
3			

Read Carefully and Sign

I certify that the information contained in this application is correct to the best of my knowledge, and I understand that any misstatement or omission of information is grounds for ending the hiring process or dismissal. I authorize verification of information provided on this application; and authorize the references listed above to give you all pertinent information concerning my previous employment; and release all parties from all liability for any damage that may result from furnishing same to Adobe. In consideration of my employment, I agree to conform to the rules and regulations of Adobe Systems Incorporated. I further agree that either I or the Company may terminate my employment with or without cause and with or without prior notice, at any time. Finally, I understand that no representative of the Company other than an Executive Officer has the authority to enter into any agreement for employment for any specified period or time, or to otherwise alter the foregoing.

Signature	Date
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DISCLOSURE AND AUTHORIZATION FOR BACKGROUND INVESTIGATION

I hereby authorize ComDirect Incorporated (“Company”) and/or any entity directed by Company to obtain an investigative consumer report and/or consumer credit report for employment purposes, including in connection with my application for employment. An “investigative consumer report” includes any information as to your character, general reputation, personal characteristics, or mode of living. A “consumer credit report” includes any information regarding your credit worthiness, credit standing, credit capacity. The specific nature and scope of the investigative consumer report Company is seeking includes inquiries regarding educational background; work history; personal financial status and credit history; court records, including criminal conviction record, as permitted by law; driving history; verifications of Social Security number; and references obtained from professional and personal associates. I further understand and agree that an investigative consumer report and/or consumer credit report may be obtained at any time, and any number of times, as Company in its sole discretion determines is necessary before, during or after my employment.

I hereby authorize all previous employers, educational institutions, consumer reporting agencies and other persons or entities having information about me to provide such information to Company or other entity that obtains information for Company. I further fully release Company, its employees, officers, directors, agents, successors and assigns, and all other parties involved in this background investigation, including but not limited to investigators, credit agencies and those companies or individuals who provide information to Company concerning me, from any claims or actions for any liability whatsoever related to the process or results of the background investigation.

I understand that an offer of employment is contingent upon the outcome of my background check, and that this Disclosure and Authorization is not an offer for employment by Company or a contract for employment with Company. I further understand Company operates under an AT-WILL EMPLOYMENT POLICY and this Authorization does not alter or affect that policy in any manner whatsoever.

DATED: _____

(Applicant Signature)

(Print Name)