



# Employee Application

Tap Root is an equal opportunity employer and does not discriminate against any applicant or team member in its employment practices because of race, color, religion, gender, sexual orientation, national origin, age, disability, uniformed service, veteran status, or any other protected class.

Location applied for: \_\_\_\_\_ Date of application: \_\_\_\_\_

Name: \_\_\_\_\_ Position(s) applied for: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

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

If you are under 18, and it is required, can you provide a work permit? (Choose One) YES or NO

If no, please explain: \_\_\_\_\_

Have you ever been employed by any Tap Root Brands before? (Choose One) YES or NO

If yes, give dates and positions: \_\_\_\_\_

Are you legally eligible for employment in this country? (Choose One) YES or NO

Type of employment desired? (Choose One) Full-time or Part-Time

What is your desired salary range? \_\_\_\_\_

Days available for work: (Circle Available shifts)

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM	AM	AM	AM	AM	AM	AM
PM	PM	PM	PM	PM	PM	PM

Have you ever been convicted or pleaded "guilty" or "no contest" to a felony? (Choose One) YES or NO

If yes, please provide the date(s) of the convictions or pleas and the nature of the offenses:

\_\_\_\_\_



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Answering "yes" to these questions does not constitute an automatic bar to employment. Only offenses that are substantially related to the position will be given consideration.

Provide the following information of your past three (3) employers, assignments, or volunteer activities.

Company Name: \_\_\_\_\_ Position/Title: \_\_\_\_\_

Job Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reason For Leaving: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Company Name: \_\_\_\_\_ Position/Title: \_\_\_\_\_

Job Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reason For Leaving: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Company Name: \_\_\_\_\_ Position/Title: \_\_\_\_\_

Job Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reason For Leaving: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



I certify that the information contained in this application is correct to the best of my knowledge. I understand that to falsify information is grounds for refusing to hire me, or for discharge should I be hired. I give Tap Root Hospitality Group permission to investigate my background as they see fit.

APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

#### PRE-EMPLOYMENT INVESTIGATION DISCLOSURE & AUTHORIZATION

Date :

To :

We appreciate your interest in employment with Sapphire Creek Winery. As part of our normal procedure for processing applications, we may conduct an investigation into your background. Therefore, by this document we are disclosing to you that a consumer report, including an investigative consumer report containing information as to your character, general reputation and personal characteristics may be obtained for employment purposes as part of the preemployment background investigation and at any time during your employment. Should an investigative consumer report be requested, you will have the right to demand a complete and accurate disclosure of the nature and scope of the investigation requested and a written summary of your rights under the Fair Credit Reporting Act.

Will you please read the following statement and indicate your agreement by signing below:

**I authorize all persons, investigative agencies, business organizations, schools, companies, corporations, credit bureaus and law enforcement agencies to supply Sapphire Creek and/or agents, with an investigative consumer report containing any information concerning my background. I authorize Sapphire Creek, its partners, personnel, and/or agents, to conduct and interpret interview procedures they believe necessary. If hired, this authorization shall remain on file and shall serve as an ongoing authorization for Sapphire Creek to procure consumer reports or investigative consumer reports at any time during my employment period. I release Sapphire Creek from any and all liability and responsibility and damage and claims of any kind whatsoever arising from this investigation of my background and the interview procedures conducted.**



Please sign below to signify receipt of the following disclosure and authorization.

Date :

Signature :

Driver's License Number & State of Issuance :

Printed Name :