



2223 Alaskan Way Suite 200, Pier 66, Seattle, WA 98121
 Phone: 206/239-1850 Fax: 206/269-4125, <http://www.columbiahospitality.com>

Application for Employment

Thank you for applying at Columbia Hospitality, Inc. We are a team of enthusiastic individuals who create raving fans (internally and externally) every day. We appreciate your interest in joining us.

Please print or type. Please complete entire application.

Name (Last, First, Middle)		Social Security Number		Today's Date	
Present Address			City		State Zip
Home Phone		Business/Message Phone		E-mail Address	
Other names by which you are known					
How were you referred to Columbia Hospitality, Inc.? <input type="checkbox"/> Newspaper/Magazine <input type="checkbox"/> Internet <input type="checkbox"/> Agency _____ <input type="checkbox"/> Friend/Relative _____ <input type="checkbox"/> Other _____					
Are you legally eligible for employment in the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No			Are you less than 18 years of age? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Have you been convicted of a crime? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, list convictions that are a matter of public record (arrests are not convictions). A conviction will not necessarily disqualify you for employment.					
Did you sign a Non-Compete, Non-Disclosure, or any other restrictive agreements that would prevent you from employment with Columbia Hospitality, Inc.? <input type="checkbox"/> Yes <input type="checkbox"/> No					

EMPLOYMENT DESIRED

Position Desired		Location		Wage Desired		Date you can start	
Have you previously been employed by Columbia Hospitality, Inc. properties? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, give dates and location of employment:							

PLEASE NOTE SCHEDULE AVAILABILITY

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM						
PM						

EMPLOYMENT RECORD (Use additional pages if necessary) List below your most recent three employers, starting with the most recent one first. **Please complete even if you attach a resume.** Are you currently employed? Yes No

EMPLOYER	EMPLOYMENT DATES	SALARY OR HOURLY WAGE*	POSITION
1. Name	From _____ To _____	Starting _____ Ending _____ Hours per Week: _____	Title
Address	Reason for leaving	Duties Performed	
	Supervisor's Name	Phone Number	May We Contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
2. Name	From _____ To _____	Starting _____ Ending _____ Hours per Week: _____	Title
Address	Reason for leaving	Duties Performed	
	Supervisor's Name	Phone Number	May We Contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
3. Name	From _____ To _____	Starting _____ Ending _____ Hours per Week: _____	Title
Address	Reason for leaving	Duties Performed	
	Supervisor's Name	Phone Number	May We Contact? <input type="checkbox"/> Yes <input type="checkbox"/> No

List and describe periods of unemployment of more than 60 days

*Indicate base salary. If you include total compensation, please identify overtime, bonus, shift pay or similar consideration.

EDUCATION

<i>NAME AND LOCATION OF SCHOOL</i>	<i>YEARS COMPLETED</i>	<i>GRADUATED? (YES/NO)</i>	<i>DEGREE RECEIVED</i>
High School			
College			
College			
Post College			
<u>Special Studies/Training:</u>			
<u>List skills relevant to the position for which you are applying.</u>			

REFERENCES Please provide the names of three professional references, which you have known for at least one year.

1. Name	How do you know this person? Years acquainted?	Home Phone: Business Phone:
Employer name	Address	Email Address:
2. Name	How do you know this person? Years acquainted?	Home Phone: Business Phone:
Employer name	Address	Email Address:
3. Name	How do you know this person? Years acquainted?	Home Phone: Business Phone:
Employer name	Address	Email Address:

I certify that the information given by me to Columbia Hospitality, Inc. is true and complete to the best of my knowledge. I understand that, if employed, false or misleading information may result in discipline up to and including immediate dismissal.

I authorize Columbia Hospitality, Inc. to solicit information regarding my character, general reputation, previous employment and personal characteristics. The types of information that may be obtained include, but are not limited to: verification of employment positions held, personal and professional references checks, licensing and certification checks, etc. The information will be obtained from a variety of sources, including through interviews or correspondence with individuals identified in this application, past or present coworkers, neighbors, friends, associates, current or former employers, educational institutions or other acquaintances. I hereby release all parties and persons connected with any such request for information from all claims, liabilities, and damages for any reason arising out of the furnishing of such information. If I become employed, I release Columbia Hospitality, Inc. from any and all liability that may arise as a result of any future references it may provide concerning my employment with the company.

I understand that nothing contained in this application, or conveyed during any interview which may be granted, is intended to create an employment contract. I understand that filling out this form does not indicate there is a position open and does not obligate Columbia Hospitality, Inc. to hire me.

If I become employed by Columbia Hospitality, Inc., I agree to conform to all company guidelines. I understand and agree that my employment is at will, which means that it is for no specified period and may be terminated by me or Columbia Hospitality, Inc. at any time without prior notice for any reason.

Signature _____

Date _____

COLUMBIA HOSPITALITY IS AN EQUAL OPPORTUNITY EMPLOYER



DISCLOSURE AND AUTHORIZATION FORM

Columbia Hospitality, Inc. (the "Company") will procure a consumer report and/or investigative consumer report on you in connection with your employment application. Intelius, a consumer-reporting agency, will obtain the report for the Company. Intelius is located at 500 108th Avenue NE, Suite 1660, Bellevue, WA 98004, and can be reached at (425) 974-6100.

The report may contain information bearing on your character, general reputation, personal characteristics, mode of living and credit standing. The types of information that may be obtained include, but are not limited to: credit reports, social security number verification, criminal records checks, public court records checks, driving records checks, educational records checks, verification of employment positions held, personal and professional references checks, licensing and certification checks, etc. The information contained in the report will be obtained from private and/or public record sources, including sources identified by you in your job application or through interviews or correspondence with your past or present coworkers, neighbors, friends, associates, current or former employers, educational institutions or other acquaintances.

The nature and scope of any investigative consumer reports that may be requested is explained above. You are nonetheless entitled to request more information about the nature and scope of such reports by submitting a written request to **Human Resources, Columbia Hospitality, 2223 Alaskan Way, Seattle, WA 98121**.

The Company is furnishing you with a summary of your rights under the Fair Credit Reporting Act in a form prescribed by the Federal Trade Commission.

AUTHORIZATION

I have carefully read and understand this notice and authorization form. By my signature below, I consent to the release of consumer and/or investigative consumer reports to the Company.

I understand that, to the extent allowed by law, information contained in my job application or otherwise disclosed to the Company by me before, during or after my employment, if any, may be utilized for the purpose of obtaining consumer reports and/or investigative consumer reports.

I understand that if the Company hires me, it may request a consumer report and/or an investigative consumer report about me, to the extent allowed by law, for employment-related purposes during and after my employment. I understand that my consent will apply throughout and after my employment unless I revoke or cancel my consent by sending a signed letter to **Human Resources, Columbia Hospitality, 2223 Alaskan Way, Seattle, WA 98121**.

Employee Last Name _____ First _____ Middle _____

Present Address _____

City/State/Zip _____

Social Security Number _____

Driver's License Number _____ License Number _____

Professional License Number: State ____ Type _____ Number _____

FOR IDENTIFICATION PURPOSES ONLY

Date of Birth _____ Gender _____

Signature

Date