

- **Background Check Process**

- Unless working a private event, background checks will not be required until after the first event.
- Link for background check with Turn Technology will be sent via the New Hire Text.
- <https://partners.turning.io/apply/Premium%20Event%20Staffing/P2476164640>

- Once Background Check is returned, you will review it.
 - Any records will be found towards the bottom. There will be a Sex Offender check and a Criminal Records check. If clear, it will just state "Clear" with a check mark and there is nothing else to do.
 - If there are records, it will allow you to drop down and review the charges. You will want to review what type of charges and how old they are and verify all information matches applicant (DOB, Address, First Name, Last Name, Social)
 - We will not accept any of the following: No Thefts – No Assaults – No Sexual Crimes – No Felonies.
 - If background is clear: Remove the "PBG" from their name in Ubeya and they are all set. If need be, also add market back if it had been removed.
 - If they fail background check, send an email letting them know that due to their background check we are unable to currently move forward. You do not need to discuss specifics with them.
 - In Ubeya, you will note on their profile – DNU failed background check and then delete from Ubeya.