

## **AUTHORIZATION AND WAIVER TO RELEASE INFORMATION**

I, the undersigned, an employee or former employee of the Monterey County Office of Education (hereinafter "COE"), hereby authorize the COE to furnish information and references as requested by potential employers. I understand that, with this authorization, the COE may release and fully disclose to any agent of a potential employer any information that the COE may have concerning me. This specifically includes, by way of illustration and not limitation, information of a confidential or privileged nature.

I hereby RELEASE AND HOLD HARMLESS the COE, its Governing Board Members, officer, employees or agents from any and all liability or damage which may result from furnishing the information requested. I further WAIVE ANY RIGHT to name the COE, its Governing Board Members, officers, employees, or agents in a lawsuit or otherwise file a cause of action or claim against them, based on the content of the statements made by the COE, its Governing Board Members, officers, employees or agents in providing references or information to potential employers.

**I understand that that my failure or refusal to execute this Authorization and Waiver will result in the COE declining to provide information to prospective employers other than the dates of my employment, positions held, and my current (or last) salary earned.**

This Authorization and Waiver to Release information is not intended to, and shall not be interpreted to (1) exempt any person from responsibility for his or her own fraud, or willful injury to the person or property of another, or violation of law, whether willful or negligent, as defined by California Civil Code Section 1668; or (2) waive any rights which the law explicitly deems non-waivable.

\_\_\_\_\_  
Employee Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Signature

Received by:

\_\_\_\_\_  
Assistant Superintendent of Human Resources  
(or Designee)

\_\_\_\_\_  
Date