

## *Green Belt Bank & Trust ~Applicant Data Record*

Applicants and Employees are treated during employment without regard to race, color, religion, sex, national origin, age, marital or veteran status, medical condition or handicap/disability, or any other legally protected status.

We comply with government regulations, including affirmative action responsibilities where they apply.

Solely to help us comply with governmental record keeping, reporting and other legal requirements, we request that you please fill out the Applicant Data Record. We appreciate your cooperation.

This data is for periodic government reporting and will be kept in a Confidential File separate from the Application for Employment. YOUR COOPERATION IS VOLUNTARY.

PLEASE PRINT

Date \_\_\_\_\_

Position Applied For \_\_\_\_\_

Name \_\_\_\_\_ ( ) Phone \_\_\_\_\_  
Last First Middle Area Code

Address \_\_\_\_\_  
Number Street City State Zip Code

Referral Source:

- |  |                                  |                                      |
|--|----------------------------------|--------------------------------------|
| <input type="checkbox"/> Advertisement     | <input type="checkbox"/> Friend  | <input type="checkbox"/> Relative    |
| <input type="checkbox"/> Employment Agency | <input type="checkbox"/> Walk In | <input type="checkbox"/> Other _____ |

### **CONFIDENTIAL INFORMATION VOLUNTARY SURVEY**

Various government agencies request statistical information regarding our hiring practices. Your cooperation in completing this form is completely voluntary. Any information gathered is strictly confidential and will not subject you to coercion or intimidation relating to your status. Failure to provide this information will not adversely affect your application. Thank you for your cooperation.

Check One:

- Male                       Female

Check one of the following Race/Ethnic Groups:

- Hispanic or Latino                       Other

If other, check one of the following Race/Ethnic Groups:

- |  |  |
|--|--|
| <input type="checkbox"/> White                                 | <input type="checkbox"/> Black or African American                 |
| <input type="checkbox"/> Asian                                 | <input type="checkbox"/> Two or more Races                         |
| <input type="checkbox"/> Native American Indian/Alaskan Native | <input type="checkbox"/> Native Hawaiian or Other Pacific Islander |

If Native American Indian, check if any of the following are applicable:

- |                          |   |
|--------------------------|---|
| <input type="checkbox"/> | Formal member of a particular tribe   |
| <input type="checkbox"/> | Have a membership card issued by the tribe  |
| <input type="checkbox"/> | Have a Certificate of Degree of Indian Blood issued by the Bureau of Indian Affairs |
| <input type="checkbox"/> | Are considered an American Indian in your community                                 |
| <input type="checkbox"/> | Used American Indian School or hospital   |

- I am:    1. A Disabled Veteran                       Yes                       No
2. An Armed Forces Service Medal Veteran                       Yes                       No

- |  |                              |                             |
|--|------------------------------|-----------------------------|
| 3. A Recently Separated Veteran  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4. An Active Duty Wartime or Campaign Badge<br>(Other Protected) Veteran | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

**Definitions:**

1. A Disabled Veteran means (i) a veteran of the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs, or (ii) a person who was discharged or released from active duty because of a service-connected disability.
2. Armed Forces Service Medal Veteran means a veteran who, while serving on active duty in the U.S. military, ground, naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985 (61 Fed. Reg. 1209) at <http://www.opm.gov/veterans/html/vgmedal2.asp>.
3. Recently Separated Veterans means any veteran during the three-year period beginning on the date of such veteran's discharge or release from active duty in the U.S. military, ground, naval or air service.
4. Active Duty Wartime or Campaign Medal (Other Protected) Veterans means a veteran who served on active duty in the U.S. military, ground, naval, or air service during a war or in a campaign or expedition for which a campaign badge has been authorized. For those with Internet access, the information required to make this determination is available at <http://www.opm.gov/veterans/html/vgmedal2.htm>. Information also may be obtained by sending an email to [helpdesk@vets100.com](mailto:helpdesk@vets100.com) or by calling (301) 306-6752.