



Lawful Inquiries: Relatives, Organizations, Credit Rating, References

Dear Reader:

The following document was created from the MTAS website ([mtas.tennessee.edu](http://www.mtas.tennessee.edu)). This website is maintained daily by MTAS staff and seeks to represent the most current information regarding issues relative to Tennessee municipal government.

We hope this information will be useful to you; reference to it will assist you with many of the questions that will arise in your tenure with municipal government. However, the *Tennessee Code Annotated* and other relevant laws or regulations should always be consulted before any action is taken based upon the contents of this document.

Please feel free to contact us if you have questions or comments regarding this information or any other MTAS website material.

Sincerely,

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Reference Number: MTAS-1561

Employers may make the following type of inquiries:

Relatives

- Names of applicant's relatives employed by this company.
- Names and addresses of parents or guardians of minor applicants.

Notice in Case of Emergency

- Names of persons to be notified in case of accident or emergency.

Organizations

- Inquiry into the organizations of which an applicant is a member providing the name or character of the organization does not reveal the race, religion, color, or ancestry of the member (must relate to the applicants professional qualifications).
- "What offices are held, if any?"

Credit Rating

- None

References

- "By whom were you referred for a position here?"
- Names of people willing to provide professional or character references of applicant.

Miscellaneous

- Notice to applicants that any mis-statements or omissions of material facts in the application may be cause for dismissal.

DISCLAIMER: The letters and publications written by the MTAS consultants were written based upon the law at the time and/or a specific sets of facts. The laws referenced in the letters and publications may have changed and/or the technical advice provided may not be applicable to your city or circumstances. Always consult with your city attorney or an MTAS consultant before taking any action based on information contained in this website.

Source URL (retrieved on 07/05/2020 - 3:12am): <http://www.mtas.tennessee.edu/reference/lawful-inquiries-relatives-organizations-credit-rating-references>



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