

**NAME SEARCH REQUEST FORM FOR
CRIMINAL HISTORY RECORD AND/OR
SEX OFFENDER AND CRIMES AGAINST MINORS REGISTRY SEARCH**

PLEASE FOLLOW INSTRUCTIONS ON REVERSE OF FORM TO ENSURE REQUEST CAN BE PROCESSED
PERSONAL CHECKS NOT ACCEPTED

I. CHECK METHOD OF PAYMENT

State Police Charge Account # _____ MasterCard  Account Number: _____

Paid \$ _____ Total Enclosed Visa  Expiration Date: _____

Signature of Cardholder: _____

II. Select type name search(es) requested:

Criminal History Record \$15.00 \$8.00 *NONPROFIT

Sex Offender & Crimes Against Minors Registry \$15.00 \$8.00 ORGANIZATION/

Criminal History Record and Sex Offender & Crimes Against Minors Registry \$20.00 \$16.00 VOLUNTEER

*To be entitled to reduced price, services must be on volunteer basis for a non-profit organization with a federal tax exempt number. Attach documentation to form which supports volunteering status and include organization's name, address and tax exempt identification number.

III. Print Clearly Name to be Searched:

Last Name	First	Middle	Maiden	Sex	Race	Date of Birth (mm/dd/yyyy)
						/ /
Complete Address						Social Security Number
						/ /
City		State	Zip code			

I certify I am entitled by law to receive the requested record, and the record provided shall be used only for the screening of current or prospective employees or volunteers. I understand that further dissemination of Criminal History Records or their use for purposes not authorized by law is prohibited and constitutes a violation punishable as a class 1 or 2 misdemeanor.

IV. Agency, Individual or Agent Making Request:

MAIL REPLY TO:

NAME		
STREET/RFD		
CITY	STATE	ZIP CODE

Complete only for Criminal History Search

V. Purpose of Search

Child Day Care

Adult Day Care or Adult Care Residence

Nursing Home or Home Health

Foster Care

Domestic Adoption

International Adoption

Other (Specify) _____

Date of Request

Signature of Person Making Request

Printed Name

VI. Complete for Sex Offender & Crimes Against Minors Registry Search (See instructions for explanation)

Check appropriate block to describe the purpose for the Sex Offender & Crimes Against Minors Registry Search:

Employment Child or Adult Care Volunteer Services Child Protection

Public Protection Child Minding Day Care

(DO NOT WRITE IN THIS SPACE, CCRE USE ONLY)

RESPONSE(S) BASED ON COMPARISON OF REQUESTER FURNISHED INFORMATION AGAINST A MASTER ADULT NAME INDEX FILE MAINTAINED IN THE CENTRAL CRIMINAL RECORDS EXCHANGE ONLY.

***ALL RESULTS ARE BASED ON NAME SEARCH ONLY.**

NO CONVICTION DATA NO CRIMINAL RECORD NO SEX OFFENDER REGISTRATION

*DOES NOT PRECLUDE THE EXISTENCE OF RECORD EXISTING UNDER DIFFERENT NAME DATA THAN FURNISHED BY THE REQUESTER.

Date:

By: CCRE/