



CRIMINAL HISTORY FORM

***Note:** Purpose Code, Authorizing Signature and date are Mandatory.

****Note:** Must be Criminal Justice employment only.

*****Note:** Purpose Code (J): CANNOT just list Employment, must list if it's for a Police Office Job, Police Records clerk, Animal Control, etc.....

Requesting Officer: _____

Authorized Agency: _____

Date of Request: _____

1. Name: _____

Race: _____ Sex: _____ DOB: _____

SS#: _____ Case#: _____

Offense / Charge: _____

*Purpose Code: Criminal / C: _____

*** Employment / J: _____

***List type of Criminal Justice employment here. See note above.

Housing Authority / H: _____

Weapons related background check/ F: _____

2. Name: _____

Race: _____ Sex: _____ DOB: _____

SS#: _____ Case#: _____

Offense / Charge: _____

*Purpose Code: Criminal / C: _____

*** Employment / J: _____

***List type of Criminal Justice employment here. See note above.

Housing Authority / H: _____

Weapons related background check/ F: _____

*Authorized Signature of Approval: _____

*Date of Authorization Signature: _____