



**NOTICE**  
**\* Record Check for Employee \***  
**PURPOSE CODE: J**

NAME: (List all names used) \_\_\_\_\_

Sex: \_\_\_\_\_

Race: \_\_\_\_\_

SSN: \_\_\_\_\_

DOB: \_\_\_\_\_ POB: \_\_\_\_\_

DRIVER'S LICENSE NO. \_\_\_\_\_ State: \_\_\_\_\_

CURRENT RESIDENCE: \_\_\_\_\_

PHONE NO. \_\_\_\_\_ (Home) \_\_\_\_\_ (Work)

LIST ANY OTHER STATES OR COUNTRIES OF FORMER RESIDENCE: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Any documents submitted by you, will be maintained in the Probation Office.

Please acknowledge by your signature that you have reviewed this notice and consent to a criminal record search.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Requested By