

# Richmond Community Schools



## Volunteer Background Checks Form

3121

Richmond Community Schools requires a background check to be completed by the Wayne County Sheriff's Department and an Indiana State Police Limited Criminal History Check, in order for you to volunteer at one of our school buildings.

Please complete this form except the boxed in area.

School name: \_\_\_\_\_

Applicant's Name: Last: \_\_\_\_\_ First: \_\_\_\_\_ MI: \_\_\_\_\_  
(Please PRINT Name)

Alias/Maiden and/or Other Names: \_\_\_\_\_

Present Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Social Security Number: \_\_\_\_\_  
(Background checks WILL NOT be processed without SS#) Place of Birth \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Sex: \_\_\_\_\_ Race: \_\_\_\_\_

### INDIANA STATE POLICE LIMITED CRIMINAL HISTORY CHECK

Richmond Community Schools has the capability of checking online for your Indiana State Police Limited Criminal History Check. If you prefer to obtain the Limited Criminal History Check on your own, you may do so by filling out Form 8053, submit a money order or cashier's check for \$15.00 (no personal checks) payable to the State of Indiana. The results will be returned to you. NOTE: The request must be sent to the Indiana State Police in accordance with state law. (You may obtain Form 8053 from Richmond Community Schools.)

I \_\_\_\_\_ (Please Print Name) give Richmond Community Schools permission to obtain a background check from the Wayne County Sheriff's Department and an Indiana State Police limited Criminal History Check.

 Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For Sheriff's Department Use Only!

Was applicant arrested? Yes \_\_\_\_\_ No \_\_\_\_\_  
Details attached. \_\_\_\_\_ Record Clerk's Signature

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765.973.3300

weRrichmond.com

