



Addison Central School District

49 Charles Avenue Middlebury, VT 05753 P. 802-382-1274 F. 802-388-0024 Business Office 802-382-1273 Student Services 802-382-1287

REQUEST FOR CRIMINAL RECORD CHECK

[] First Submission

[] Request for Secondary Dissemination from: (name of district or school that completed the original record check)

Note: It is the responsibility of the applicant to prove continuous employment at an approved/recognized school inside the State of Vermont with no break of service of one year or more since the original Criminal Record Check submission.

Name of Applicant: Last First Middle

Maiden or Other Names Used:

Address:

Gender: Race: Social Security Number:

Place of Birth: Date of Birth: City/Town State Country Month/Day/Year

Telephone Number: Area Code/Number

I, hereby acknowledge and agree to a check of any record of criminal convictions as per VSA, Title 16, Chapter 5, Subchapter 4 which may be maintained by the Vermont Crime Information Center, the criminal record repositories of other states where I have been employed and/or resided, and the FBI.

In addition to Vermont, I have resided or been employed in the following states:

I understand that the results of this check will be made available to the Addison Central School District for use in reviewing my suitability for employment. I further understand that within 30 days of receiving the results of the record check, I have the right to appeal the findings to the Vermont Crime Information Center, Vermont Department of Public Safety, 45 State Drive, Waterbury, Vermont 05671-1300.

Signature of Applicant: Date: (signed in the presence of school official)

Identity Verified by: Addison Central School District Date:

Purpose: [] Employment [] Food Service [] Bus Company [] Coach [] Substitute [] Student Teacher [] Volunteer [] Other