

**Georgia Bureau of Investigation
Georgia Crime Information Center
Consent Form**

I hereby authorize LaGrange Police Department to receive any Georgia criminal history record information pertaining to me which may be in the files of any state or local criminal justice agency in Georgia.

Full Name (print)

Address

Sex

Race

Date of Birth

Social Security Number

Signature

Date

NOTARY

DATE

Special employment provisions (check if applicable):

- Employment with mentally disabled (Purpose code 'M')
- Employment with elder care (Purpose code 'N')
- Employment with children (Purpose code 'W')

Attention All Outside Agencies: Pursuant to GCIC Council Rule 140-2-4, outside agencies requesting criminal history background checks on applicants must inform the applicant of any adverse decision made as a result of their criminal history; the specific contents of the record; and the effect that the record had upon the agency's decision.

CRIMINAL HISTORY REQUEST FORM

DATE OF REQUEST: _____/_____/_____

I HEREBY REQUEST AND AUTHORIZE LAGRANGE POLICE DEPARTMENT TO RECEIVE CRIMINAL HISTORY RECORD INFORMATION WHICH MAY BE IN THE FILES OF ANY STATE OR LOCAL CRIMINAL JUSTICE AGENCY ON THE FOLLOWING PERSON:

NAME: _____

ADDRESS: _____

RACE: _____ **SEX:** _____ **DOB:** _____ **SSN#:** _____

PURPOSE OF INQUIRY _____

PERSON RELEASING INFO: _____

PERSON RECEIVING HISTORY: _____

PERSON SIGNATURE: _____

HISTORY: _____ **YES** _____ **NO**

ILLEGAL USE OF THE INQUIRY FOR ANY REASON OTHER THAN STATED IS A VIOLATION OF STATE LAW AND GCIC/NCIC POLICY AND PROCEDURE AND COULD RESULT IN PROSECUTION AND SANCTIONS. BY SIGNING THIS FORM IT IS UNDERSTOOD THAT REQUESTING OFFICIAL UNDERSTANDS THE PROPER USE OF THIS INQUIRY.

The LaGrange Police Department provides criminal histories to outside departments and agencies for the purpose of either employment, licensing, housing, volunteer work, etc., upon the those agencies providing notarized, signed consent and release forms from the applicants. Additionally, the outside agency requesting the criminal history must sign a 'Criminal History Consent Agreement Form', stating that they must inform all applicants of any adverse decision made as a result of their criminal history, pursuant to GCIC Council Rule 140-2-.04. Specifically, the outside agency must inform the applicants that a criminal history check was made; the specific contents of the record; and the effect that the record had upon the agency's decision.