

Repository
License
Visitor
Friends/Relatives

REQUEST FOR CRIMINAL RECORDS CHECK

Offender
TLO
Address

Name: _____

SSN: _____

Position: _____

DOB: _____

UNIT REQUESTING CRIMINAL CHECK	ILETS OPERATORS INFORMATION	
Requestors Name:	Date Received	Application Date:
		Date Started:
Work Location:		Date Completed:

BIQ DISCLOSURES (POSTED BY ILETS OPERATOR)

AKA Last Name(s):	AKA First Name(s):
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States Run in ILETS:

Miscellaneous Disclosures:	Criminal History Disclosures	Driver History Disclosures
Ex: work history, military, drug use etc.		

Friends, Relatives Acquaintances in the system:

ILETS CHECK – RESULTS AND FINDINGS

Felon Record? <input type="checkbox"/> Yes <input type="checkbox"/> No	Misdemeanor Record? <input type="checkbox"/> Yes <input type="checkbox"/> No
Driver License Status: <input type="checkbox"/> Yes State: <input type="checkbox"/> No	Motor Vehicle Record? <input type="checkbox"/> Yes <input type="checkbox"/> No
Drivers License Suspension Record? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> CDL Status: <input type="checkbox"/> CWP

Miscellaneous Findings:	Criminal History Findings	Driver History Findings				
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">SID #:</td> <td style="width: 50%;">FBI #:</td> </tr> <tr> <td colspan="2" style="height: 50px;"></td> </tr> </table>	SID #:	FBI #:			
SID #:	FBI #:					

ILETS Operator Signature: _____ Date: _____

ILETS Operator Printed Name: _____ POST Standards: Meets Does not meet

Comments:

Law Enforcement Reference Completed: Employer Reference Completed Personal Reference Completed

Background Unit Supervisor Review For Positions Not Requiring POST Certification

<input type="checkbox"/> Reviewed: No Concerns	Comments:
Name: (Print) _____ Date: _____	
Signature: _____	

UNIT APPOINTING AUTHORITY REVIEW, APPROVAL & SIGNATURE

I have reviewed the BIQ and Criminal History and have determined this applicant meets IDOC Hiring Standards

Name (Print)	Date:	<input type="checkbox"/> Approved for Hire <input type="checkbox"/> Not Approved for Hire
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Signature: _____ If not approved, state reason:

Signature: _____