



UPPER UWCHLAN TOWNSHIP POLICE DEPARTMENT

BACKGROUND CHECK REQUEST

This form is to be completed by the requestor. If this form is not legible or not properly completed, it will not be processed. Before the issuance of any report, proof of identification must be provided. Those who are representatives of an organization shall provide proof of the organization they represent. All fees for records MUST be paid BEFORE the release of any reports.

Act 56 of 2018:

Before disseminating criminal history record information to an individual or noncriminal justice agency, police shall extract:

1. All notations of arrests, indictments or other information relating to the initiation of criminal proceedings where:

(A) three years have elapsed from the date of arrest;

(B) no disposition is indicated in the record; and

(C) nothing in the record indicates that proceedings seeking conviction remain pending.

2. All information relating to a conviction and the arrest, indictment or other information leading thereto, which is the subject of a court order for limited access or what is now called "clean slate" limited access.

"This records check is for this Department only. This does not exclude that records do not exist with other local, state, or federal law enforcement officials."

Date of Request: _____

Reason for Request: _____

PERSON TO BE CHECKED

Name: _____

Address: _____

Date of Birth: ___/___/_____ SSN: _____

REQUESTOR INFORMATION – COPY OF ID MUST BE ATTACHED

Name: _____

Company: _____

Full Address: _____

Telephone #: _____ Fax #: _____

Email Address: _____

Method of Release: Paper Copy U.S. Mail Fax Email

FOR POLICE DEPARTMENT USE ONLY

Date Rec'd			
Cost:	<input type="checkbox"/> \$10	<input type="checkbox"/> Cash	<input type="checkbox"/> Check # _____
Payment Rec'd By:		Receipt Issued:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Release Approved by:		Date:	<input type="checkbox"/>
Released by:		Date:	
Date Scanned Into Alert:			
COMMENTS:	<input type="checkbox"/> No Record(s) Found	<input type="checkbox"/> Record(s) Found. See Below	
Type of contact:			