



DIOCESE OF COLUMBUS

REGISTERED APPOINTMENT MANDATORY

WWW.FASTFINGERPRINTS.COM

APPOINTMENT ID: _____

Form box containing background check fees: VOLUNTEERS & PARISH EMPLOYEES, GREATER THAN 5 YEAR RESIDENT - BCI ONLY (2151.86), VOLUNTEERS & PARISH EMPLOYEES, LESS THAN 5 YEAR RESIDENT - BOTH, BCI & FBI (2151.86), SCHOOL EMPLOYEE (LICENSED) - BCI & FBI FOR NEW OR FBI ONLY FOR RENEWAL (3319.291), SCHOOL EMPLOYEE (NON-LICENSED) - BCI & FBI (3319.39B1), OFFICIAL/REFEREE - BCI ONLY (2151.86). Includes 'REQUESTED BACKGROUND CHECK' section with options for BCI Only \$37.00, FBI Only \$42.00, and BCI&FBI \$72.00. Also includes 'PAYMENT METHOD' section with options for CASH, CHECK, and VISA/MASTERCARD/AMERICAN EXPRESS.

Applicant Information:

Applicant information fields: Name: _____ SS Number: _____ - _____ - _____, Address: _____ Date of Birth: _____, City, State, Zip: _____ Email: _____, Daytime Phone Number: (_____) _____ - _____

- HAVE YOU LIVED IN OHIO FOR THE PAST FIVE (5) CONSECUTIVE YEARS? YES: [] NO: [] Note: If you have not and will be working with children &/or elderly, it is required by Ohio law to obtain both BCI and FBI. However, the company/agency requesting the background check may request to do an FBI background check, if they so choose, even if you have lived in Ohio for the past five (5) years. SEND RESULTS TO THE OHIO DEPARTMENT OF EDUCATION? YES: [] NO: [] WHAT SCHOOL/PARISH ARE YOU DOING THIS FOR? _____ ROLE IN DIOCESE (CIRCLE ONE)? VOLUNTEER /EMPLOYEE (LICENSED)/EMPLOYEE (NON-LICENSED)/COACH /OFFICIAL

BCI only Results will be POSTED to the below account on the WEB RESULTS SYSTEM: Account Name: Diocese of Columbus (Results are posted to the NBCI web site and email notification is sent to the authorized recipient)

FBI or Both, BCI & FBI mail to: Company Name: Diocese of Columbus Contact: Regina E. Quinn Address: 197 E. Gay Street Columbus, OH 43215 Email: rquinn@columbuscatholic.org

RELEASE OF BACKGROUND CHECK RESULTS

I hereby certify that I have given National Background Check, Inc. permission to obtain all criminal history information pertaining to me in the files of the Ohio Bureau of Criminal Identification and Investigation (BCI&I), the Federal Bureau of Investigation (FBI) (if requested), and release that information to the company/agency /individual indicated above.

By placing my fingerprint images on the WEBCHECK Scanner, I am authorizing BCI&I to release criminal history information about me to National Background Check, Inc. and the company/agency /individual indicated above. I hereby release BCI&I and any and all individuals connected therewith from all liability in connection with the dissemination of such criminal history information.

I understand National Background Check, Inc. cannot guarantee that my fingerprint images will be deemed readable by BCI&I, in which case I may need to be re-fingerprinted. I understand this does not constitute a refund due to charges incurred by BCI&I immediately after the data is transmitted. National Background Check, Inc. will assist me with the process to complete this background check if I am rejected a second time.

I understand that using the WEBCHECK System returns a "no hit" (those containing no criminal history) result within (10) ten business days or sooner or a "mailed" result (those that contain a criminal arrest history) could take up to (30) thirty business days before being forwarded to the requested destination.

Signature: _____

Date: _____

FOR OFFICE USE ONLY

SITE: _____

Prints Taken By: _____

Date Processed: _____

Processed By: _____