



MULTNOMAH COUNTY SHERIFF'S OFFICE
501 SE HAWTHORNE BLVD., Suite 350 • Portland, OR 97214

MICHAEL REESE
SHERIFF
www.mcso.us

Exemplary service for a safe, livable community

RECORDS CHECK AUTHORIZATION

TYPE OR PRINT LEGIBLY: Fill in all fields - Incomplete forms WILL NOT be processed. NO ABBREVIATIONS!

LAST NAME FIRST NAME MIDDLE NAME

OTHER NAMES USED (AKA's, SURNAMES, MAIDEN NAME, ETC.)

CURRENT ADDRESS CITY STATE ZIP CODE

E-MAIL ADDRESS PHONE NUMBER

SOCIAL SECURITY NUMBER DRIVER'S LICENSE: STATE LICENCE NO. EXP.

HEIGHT: WEIGHT: EYE COLOR: HAIR COLOR: SEX (CHECK ONE): MALE / FEMALE

RACE: A - Asian/Pacific Islander B - Black H - Latin American I - American Indian/Native Alaskan O - Other W - White

DATE OF BIRTH PLACE OF BIRTH (CITY) (STATE) (COUNTRY)

EMPLOYER NAME EMPLOYER TELEPHONE NUMBER EMPLOYEE JOB TITLE

REASON FOR REQUESTED ACCESS / WORK BEING PERFORMED

DO YOU HAVE ANY CRIMINAL CONVICTION'S OR INCARCERATION'S? (MARK ONE) YES or NO
IF YES, LIST BELOW: Use additional page if needed

Table with 4 columns: CHARGE, DATE, CHARGE, DATE

I hereby authorize the Multnomah County Sheriff's Office to conduct a criminal history records check prior to consideration for employment or association with this agency for official business. I understand and agree that a record of convictions, pending criminal court actions, and/or submitting false information may exclude me from employment consideration or association with the Multnomah County Sheriff's Office. Also, I agree to report any criminal conviction occurring after the submission of this authorization. I further understand that I will be held accountable to the zero-tolerance standard set in the Prison Rape Elimination Act 2003 (PREA).

I HEREBY AFFIRM THE ABOVE INFORMATION IS TRUE: SIGNATURE DATE

MUST BE COMPLETED BY MULTNOMAH COUNTY MANAGER/SUPERVISOR REQUESTING ACCESS

PRINT NAME: DEPARTMENT/TITLE:

SIGNATURE: CONTACT NUMBER:

REQUESTING MC SO ID (CJIS REQUIRED) MC SO ID LIMITED DURATION (SPECIAL PROJECT - INTERN) OTHER
CJIS ONLY MC SO SPECIFIC CONTRACTOR (JAIL SIDE - ESCORT ONLY)