



## Background Screening Clearinghouse Request Form

You have applied for a position with a service provider regulated by ~~689.0095(1)~~ in the Background Screening Clearinghouse (Clearinghouse) that requires a fingerprint-based background check. As a service provider regulated by a specified agency in the Clearinghouse, we may conduct a search for an existing background screening result or submit a new background screening request through the Clearinghouse results website on your behalf.

In order to complete the search and/or background screening request, the following information must be collected. This information is required by the Clearinghouse, the Florida Department of Law Enforcement, and the Federal Bureau of Investigation.

Please provide the following information: ~~689.0095(1)~~

### Applicant Information

\*First Name: \_\_\_\_\_  
Middle Name: \_\_\_\_\_  
\*Last Name: \_\_\_\_\_  
Aliases: \_\_\_\_\_  
\*SSN: \_\_\_\_\_  
\*Date of Birth: \_\_\_\_\_  
\*Place of Birth: \_\_\_\_\_

### Demographics

\*Sex: \_\_\_\_\_  
\*Race: \_\_\_\_\_  
\*Hair Color: \_\_\_\_\_  
\*Eye Color: \_\_\_\_\_  
\*Height: \_\_\_\_\_  
\*Weight: \_\_\_\_\_

### Contact Information

\*Address Line 1: \_\_\_\_\_  
Address Line 2: \_\_\_\_\_  
\*City: \_\_\_\_\_  
\*State: \_\_\_\_\_  
\*Zip: \_\_\_\_\_  
County  (e.g., Leon): \_\_\_\_\_  
\*Prior States:  \_\_\_\_\_  
\* Email: \_\_\_\_\_  
Phone: \_\_\_\_\_

### Required by HR

\*Position:  
Administrator  
Director  
Employee/staff  
Person Volunteer

\*Anticipated Dates  
of Employment  
(MM/DD/YYYY) \_\_\_\_\_ to \_\_\_\_\_

\*Denotes Required Fields