

CRIMINAL OFFENSE DISCLOSURE FORM

PLEASE PRINT

Name	
Date of birth	
Former name/Aliases/A.K.A.	
Former name/Aliases/A.K.A.	
Former name/Aliases/A.K.A.	
Driver's License # & State of Issue	
Driver's License # & State of Issue	

Disclosure of Criminal Offense Record: List all arraignments, arrests, convictions, and motor vehicle infractions incurred as an adult (18 yrs or older) regardless of how long ago.

If you have no offenses to report, please indicate by putting N/A on first line.

Date of Criminal Offense Estimate date if not known	Criminal Offense	Location (City, State) Arresting Agency

Explain any circumstances for any offense listed on page 2.

Important: This form is required of all applicants, employees, contractors, or volunteers of SAM's PLACE. Disclosure must be made upon application of employment or volunteer or establishment of contract with SAM's PLACE. Disclose all arraignments, history of arrests, convictions and motor vehicle infractions. This includes all felonies, misdemeanors, and traffic offenses. Complaints, arrests, and convictions related to substance use must also be reported. Any criminal arraignment(s) or conviction(s) occurring during permanent, temporary, as-needed employment, while on leave, or as a contractor or volunteer must be disclosed as soon as possible to your supervisor, SAM's PLACE Administrative Assistant or SAM's PLACE Director.

Criminal offenses are evaluated by SAM's PLACE Director on an individual basis with consideration given to the nature and circumstances of the offense. The existence of a criminal offense record is not necessarily cause for disqualification of an application or contract.

If you fail to list any part of your criminal offense history, including but not limited to: omission, intentional falsification, or any failure to disclose for any reason and at any time, your application or contract may be disqualified.

Signature and Release:

I certify that this information on my criminal offense record is correct and complete. I understand that providing false or incomplete information or withholding by omission or intention pertinent information may be cause for disqualification of an application or contract. I understand that SAM's PLACE may contact references, supervisors, and other individuals to clarify information supplied on this form.

Signature _____

Date _____

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Explanation(s):

Criminal Offense: _____

Criminal Offense: _____

Criminal Offense: _____

Criminal Offense: _____

Criminal Offense: _____

Criminal Offense: _____

Signature and Release:

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Signature _____

Date _____