



NAME SEARCH REQUEST FORM FOR CRIMINAL HISTORY RECORD AND/OR SEX OFFENDER AND CRIMES AGAINST MINORS REGISTRY SEARCH

PLEASE FOLLOW INSTRUCTIONS ON REVERSE OF FORM TO ENSURE REQUEST CAN BE PROCESSED
PERSONAL CHECKS NOT ACCEPTED

I. CHECK METHOD OF PAYMENT

State Police Charge Account # _____ MasterCard  Account Number: _____
 Paid \$ _____ Total Enclosed Visa  Expiration Date: _____
 Signature of Cardholder: _____

II. Select type name search(es) requested:

Criminal History Record \$15.00 \$8.00 *NONPROFIT
 Sex Offender & Crimes Against Minors Registry \$15.00 \$8.00 ORGANIZATION/
 Criminal History Record and Sex Offender & Crimes Against Minors Registry \$20.00 \$16.00 VOLUNTEER

*To be entitled to reduced price, services must be on volunteer basis for a non-profit organization with a federal tax exempt number. Attach documentation to form which supports volunteering status and include organization's name, address and tax exempt identification number.

III. Print Clearly Name to be Searched:

Last Name	First	Middle	Maiden	Sex	Race	Date of Birth (mm/dd/yyyy)
						/ /
Complete Address						Social Security Number
						/ /
City	State		Zip code			

I certify I am entitled by law to receive the requested record, and the record provided shall be used only for the screening of current or prospective employees or volunteers. I understand that further dissemination of Criminal History Records or their use for purposes not authorized by law is prohibited and constitutes a violation punishable as a class 1 or 2 misdemeanor.

IV. Agency, Individual or Agent Making Request:

Complete only for Criminal History Search

MAIL REPLY TO:

NAME		
STREET/RFD		
CITY	STATE	ZIP CODE

V. Purpose of Search

Child Day Care
 Adult Day Care or Adult Care Residence
 Nursing Home or Home Health
 Foster Care
 Domestic Adoption
 International Adoption
 Other (Specify) _____

_____ Date of Request _____ Signature of Person Making Request _____ Printed Name

VI. Complete for Sex Offender & Crimes Against Minors Registry Search (See instructions for explanation)

Check appropriate block to describe the purpose for the Sex Offender & Crimes Against Minors Registry Search:

Employment Child or Adult Care Volunteer Services Child Protection
 Public Protection Child Minding Day Care

(DO NOT WRITE IN THIS SPACE, CCRE USE ONLY)

RESPONSE(S) BASED ON COMPARISON OF REQUESTER FURNISHED INFORMATION AGAINST A MASTER ADULT NAME INDEX FILE MAINTAINED IN THE CENTRAL CRIMINAL RECORDS EXCHANGE ONLY.

***ALL RESULTS ARE BASED ON NAME SEARCH ONLY.**

NO CONVICTION DATA NO CRIMINAL RECORD NO SEX OFFENDER REGISTRATION

*DOES NOT PRECLUDE THE EXISTENCE OF RECORD EXISTING UNDER DIFFERENT NAME DATA THAN FURNISHED BY THE REQUESTER.

Date: _____ By: _____ CCRE/

Instructions for completing the Criminal History Record/Sex Offender and Crimes Against Minors Registry Request Form
Please read the following General Instructions

SUBMIT 2 COPIES; either both original ink, or 1 original and 1 photocopy

- Section I: Method of Payment: Certified Check, Money Order, Company/Business check, Mastercard or Visa.
 For charge account: Record charge account number issued by State Police.
- Section II: Check type of name search(es) requested.
- Section III: Type or print CLEARLY the full name (last, first, middle [no initials] and maiden if applicable), sex, race, date of birth, and complete address of person whose name is to be searched against the master criminal name file and/or the Sex Offender and Crimes Against Minors Registry.
- Section IV: Agency, Individual or Authorized Agent Making Request: Your agency identification serves as the mailing label for the State Police to return the search results, therefore, type or print CLEARLY. This information is also reviewed to ensure requestor is statutorily entitled to use this form to request a criminal record name search.
- Section V: Purpose of Search: Check the appropriate box to reflect the purpose of the search.
 Dissemination of criminal history records are processed in accordance with Section 19.2-389 of the Code governing the program for which the search is requested. For adult programs, criminal history record dissemination includes convictions of specific barrier crimes.
- Sections VI: Sex Offenders and Crimes Against Minors Registry Search
 Section 9.1-912 of the Code of Virginia requires the requester to provide a statement of the reason(s) for the request, therefore, please check the appropriate block. The results of this search will indicate if an individual is registered for conviction(s) listed below, including substantially similar out-of-state conviction as a nonresident of the Commonwealth enrolled in school, employed and/or a vocation.

<p>1. "Sexually Violent Offense" means a Violation or Attempted Violation of:</p> <table border="0"> <thead> <tr> <th><u>Charge</u></th> <th><u>Section</u></th> </tr> </thead> <tbody> <tr> <td>Abduction for Immoral Purpose</td> <td>18.2-48(ii)</td> </tr> <tr> <td>Rape</td> <td>18.2-61</td> </tr> <tr> <td>Forcible Sodomy</td> <td>18.2-67.1</td> </tr> <tr> <td>Object Sexual Penetration</td> <td>18.2-67.2</td> </tr> <tr> <td>Aggravated Sexual Battery</td> <td>18.2-67.3</td> </tr> <tr> <td>Attempted Rape, Forcible Sodomy Object Sexual Penetration, Aggravated Sexual Battery</td> <td>18.2-67.5 (A)(B)</td> </tr> <tr> <td>Taking Indecent Liberties with Minor</td> <td>18.2-370</td> </tr> <tr> <td>Taking Indecent Liberties with Minor by Person in Custodial or Supervisory Relationship</td> <td>18.2-370.1</td> </tr> </tbody> </table> <p align="center">OR</p> <p>A <u>SECOND</u> or subsequent conviction, where the individual was at liberty between such convictions, of the follow:</p> <table border="0"> <tbody> <tr> <td>Carnal Knowledge of Minor between 13-15</td> <td>18.2-63</td> </tr> <tr> <td>Carnal knowledge of Minor between 13-15 of Supervisory Relationship</td> <td>18.2-64.1</td> </tr> <tr> <td>Marital Sexual Assault</td> <td>18.2-67.2:1</td> </tr> <tr> <td>Enter Dwelling House etc. with intent to Rape</td> <td>18.2-90</td> </tr> </tbody> </table> <p align="center">OR</p> <p>A <u>SECOND</u> or subsequent conviction, where the individual was at liberty between such convictions, and where the victim is a minor or is physically helpless or mentally incapacitated as defined in 18.2-67.10, a violation or attempted violation of:</p> <table border="0"> <tbody> <tr> <td>Abduction</td> <td>18.2-47(A)</td> </tr> <tr> <td>Abduction of any Child under 16 for the Purposes of Concubinage or Prostitution</td> <td>18.2-48 (i) (iii)</td> </tr> <tr> <td>Sexual Battery</td> <td>18.2-67.4</td> </tr> <tr> <td>Attempted Sexual Battery</td> <td>18.2-67.5 (C)</td> </tr> <tr> <td>Crimes against nature (Sodomy)</td> <td>18.2-361</td> </tr> <tr> <td>Adultery & Fornication by Person Forbidden to Marry: Incest</td> <td>18.2-366</td> </tr> <tr> <td>Production, Publication, Sale, Possession with intent to Distribute, Financing, etc. of Child Pornography</td> <td>18.2-374.1</td> </tr> </tbody> </table>	<u>Charge</u>	<u>Section</u>	Abduction for Immoral Purpose	18.2-48(ii)	Rape	18.2-61	Forcible Sodomy	18.2-67.1	Object Sexual Penetration	18.2-67.2	Aggravated Sexual Battery	18.2-67.3	Attempted Rape, Forcible Sodomy Object Sexual Penetration, Aggravated Sexual Battery	18.2-67.5 (A)(B)	Taking Indecent Liberties with Minor	18.2-370	Taking Indecent Liberties with Minor by Person in Custodial or Supervisory Relationship	18.2-370.1	Carnal Knowledge of Minor between 13-15	18.2-63	Carnal knowledge of Minor between 13-15 of Supervisory Relationship	18.2-64.1	Marital Sexual Assault	18.2-67.2:1	Enter Dwelling House etc. with intent to Rape	18.2-90	Abduction	18.2-47(A)	Abduction of any Child under 16 for the Purposes of Concubinage or Prostitution	18.2-48 (i) (iii)	Sexual Battery	18.2-67.4	Attempted Sexual Battery	18.2-67.5 (C)	Crimes against nature (Sodomy)	18.2-361	Adultery & Fornication by Person Forbidden to Marry: Incest	18.2-366	Production, Publication, Sale, Possession with intent to Distribute, Financing, etc. of Child Pornography	18.2-374.1	<p>2. "Sexual Offenses" means a Violation or Attempted Violation of:</p> <table border="0"> <thead> <tr> <th><u>Charge</u></th> <th><u>Section</u></th> </tr> </thead> <tbody> <tr> <td>Carnal Knowledge of Minor between 13-15</td> <td>18.2-63</td> </tr> <tr> <td>Carnal Knowledge of Minor between 13-15 Supervisory Relationship</td> <td>18.2-64.1</td> </tr> <tr> <td>Marital Sexual Assault</td> <td>18.2.67.2:1</td> </tr> <tr> <td>Sexual Battery(3 or more convictions)</td> <td>18.2-67.4</td> </tr> <tr> <td>Attempted Sexual Battery (3 or more convictions)</td> <td>18.2-67.5 (C)</td> </tr> <tr> <td>Enter Dwelling House etc. with intent to Rape</td> <td>18.2-90</td> </tr> <tr> <td>Production, Publication, Sale, Possession with intent to Distribute, Financing, etc. of Child Pornography</td> <td>18.2-374.1</td> </tr> <tr> <td>Possession of Child Pornography (2 or more convictions)</td> <td>18.2-374.1:1(D)</td> </tr> <tr> <td>Unlawful Filming, Videotaping, or Photographing of Another (3 or more convictions)</td> <td>18.2-386.1</td> </tr> <tr> <td>Chapter 117 (18 U.S.C. 2421 et seq.) of Title 18 of the United States Code</td> <td></td> </tr> </tbody> </table> <p align="center">OR</p> <p>Where the victim is a minor or is physically helpless or mentally incapacitated as defined in 18.2-67.10, a violation or attempted violation of:</p> <table border="0"> <tbody> <tr> <td>Abduction</td> <td>18.2-47 (A)</td> </tr> <tr> <td>Abduction of any Child under 16 for the Purposes of Concubinage or Prostitution</td> <td>18.2-48 (i) (iii)</td> </tr> <tr> <td>Sexual Battery</td> <td>18.2-67.4</td> </tr> <tr> <td>Attempted Sexual Battery</td> <td>18.2-67.5 (C)</td> </tr> <tr> <td>Crimes against nature (Sodomy)</td> <td>18.2-361</td> </tr> <tr> <td>Adultery & Fornication by Person Forbidden to Marry: Incest</td> <td>18.2-366</td> </tr> <tr> <td>Use of Communications Systems to Facilitate Certain Offenses Involving Children</td> <td>18.2-374.3 (B) (iv)</td> </tr> </tbody> </table>	<u>Charge</u>	<u>Section</u>	Carnal Knowledge of Minor between 13-15	18.2-63	Carnal Knowledge of Minor between 13-15 Supervisory Relationship	18.2-64.1	Marital Sexual Assault	18.2.67.2:1	Sexual Battery(3 or more convictions)	18.2-67.4	Attempted Sexual Battery (3 or more convictions)	18.2-67.5 (C)	Enter Dwelling House etc. with intent to Rape	18.2-90	Production, Publication, Sale, Possession with intent to Distribute, Financing, etc. of Child Pornography	18.2-374.1	Possession of Child Pornography (2 or more convictions)	18.2-374.1:1(D)	Unlawful Filming, Videotaping, or Photographing of Another (3 or more convictions)	18.2-386.1	Chapter 117 (18 U.S.C. 2421 et seq.) of Title 18 of the United States Code		Abduction	18.2-47 (A)	Abduction of any Child under 16 for the Purposes of Concubinage or Prostitution	18.2-48 (i) (iii)	Sexual Battery	18.2-67.4	Attempted Sexual Battery	18.2-67.5 (C)	Crimes against nature (Sodomy)	18.2-361	Adultery & Fornication by Person Forbidden to Marry: Incest	18.2-366	Use of Communications Systems to Facilitate Certain Offenses Involving Children	18.2-374.3 (B) (iv)
<u>Charge</u>	<u>Section</u>																																																																												
Abduction for Immoral Purpose	18.2-48(ii)																																																																												
Rape	18.2-61																																																																												
Forcible Sodomy	18.2-67.1																																																																												
Object Sexual Penetration	18.2-67.2																																																																												
Aggravated Sexual Battery	18.2-67.3																																																																												
Attempted Rape, Forcible Sodomy Object Sexual Penetration, Aggravated Sexual Battery	18.2-67.5 (A)(B)																																																																												
Taking Indecent Liberties with Minor	18.2-370																																																																												
Taking Indecent Liberties with Minor by Person in Custodial or Supervisory Relationship	18.2-370.1																																																																												
Carnal Knowledge of Minor between 13-15	18.2-63																																																																												
Carnal knowledge of Minor between 13-15 of Supervisory Relationship	18.2-64.1																																																																												
Marital Sexual Assault	18.2-67.2:1																																																																												
Enter Dwelling House etc. with intent to Rape	18.2-90																																																																												
Abduction	18.2-47(A)																																																																												
Abduction of any Child under 16 for the Purposes of Concubinage or Prostitution	18.2-48 (i) (iii)																																																																												
Sexual Battery	18.2-67.4																																																																												
Attempted Sexual Battery	18.2-67.5 (C)																																																																												
Crimes against nature (Sodomy)	18.2-361																																																																												
Adultery & Fornication by Person Forbidden to Marry: Incest	18.2-366																																																																												
Production, Publication, Sale, Possession with intent to Distribute, Financing, etc. of Child Pornography	18.2-374.1																																																																												
<u>Charge</u>	<u>Section</u>																																																																												
Carnal Knowledge of Minor between 13-15	18.2-63																																																																												
Carnal Knowledge of Minor between 13-15 Supervisory Relationship	18.2-64.1																																																																												
Marital Sexual Assault	18.2.67.2:1																																																																												
Sexual Battery(3 or more convictions)	18.2-67.4																																																																												
Attempted Sexual Battery (3 or more convictions)	18.2-67.5 (C)																																																																												
Enter Dwelling House etc. with intent to Rape	18.2-90																																																																												
Production, Publication, Sale, Possession with intent to Distribute, Financing, etc. of Child Pornography	18.2-374.1																																																																												
Possession of Child Pornography (2 or more convictions)	18.2-374.1:1(D)																																																																												
Unlawful Filming, Videotaping, or Photographing of Another (3 or more convictions)	18.2-386.1																																																																												
Chapter 117 (18 U.S.C. 2421 et seq.) of Title 18 of the United States Code																																																																													
Abduction	18.2-47 (A)																																																																												
Abduction of any Child under 16 for the Purposes of Concubinage or Prostitution	18.2-48 (i) (iii)																																																																												
Sexual Battery	18.2-67.4																																																																												
Attempted Sexual Battery	18.2-67.5 (C)																																																																												
Crimes against nature (Sodomy)	18.2-361																																																																												
Adultery & Fornication by Person Forbidden to Marry: Incest	18.2-366																																																																												
Use of Communications Systems to Facilitate Certain Offenses Involving Children	18.2-374.3 (B) (iv)																																																																												

Mailing Instructions:

**Mail to: DEPARTMENT OF STATE POLICE
 CENTRAL CRIMINAL RECORDS EXCHANGE
 P. O. BOX 85076
 RICHMOND, VIRGINIA 23261-5076**

ALLOW FIFTEEN DAYS FOR PROCESSING