



# BACKGROUND CHECK

All fees must be paid in advance.

Documents will not be released until payment is received.

Total Fee: \$27.09 (\$25 plus \$2.09 tax, per name to be searched), payable to City of Commerce City

This search will only reflect arrests on file with the Commerce City Police Department. No police reports will be provided, only a list of arrests.

We recommend that you contact the Colorado Bureau of Investigation for a statewide records search. CBI can be reached at (303) 239-4222 or at [www.cbirecordscheck.com](http://www.cbirecordscheck.com).

Requestor's Name: \_\_\_\_\_ Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Do you need the document notarized? \_\_\_\_\_

I wish to have this information: Mailed \_\_\_ Faxed \_\_\_ Emailed \_\_\_ I will pick-up \_\_\_\_\_

**I hereby affirm that the requested records shall not be used for the solicitation of business.**

Signature \_\_\_\_\_

Date \_\_\_\_\_

**NOTICE:** Any record furnished pursuant to this request represents information as it appears in the records of the Commerce City Police Department. The City of Commerce City makes no other representation or warranties regarding such records beyond that fact.

## Name to Be Searched

Full Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

### CCPD RECORDS USE ONLY:

I.D. VERIFICATION If yes, I.D. # \_\_\_\_\_ Staff Initials \_\_\_\_\_

Fee: \_\_\_\_\_ Date Received \_\_\_\_\_ Date Completed \_\_\_\_\_