



The FBI's acquisition, retention, and sharing of information submitted on this form is generally authorized under 28 USC 534 and 28 CFR 16.30-16.34. The purpose for requesting this information from you is to provide the FBI with a minimum of identifying data to permit an accurate and timely search of criminal history identification records. Providing this information (including your Social Security Account Number) is voluntary; however, failure to provide the information may affect the completion of your request. The information reported on this form may be disclosed pursuant to your consent, and may also be disclosed by the FBI without your consent pursuant to the Privacy Act of 1974 and all applicable routine uses. If you are not a U.S. Citizen or Permanent US Resident, you must make your request directly to the FBI.

# Application Form \* Denotes Required Fields

|   |              |                    |   |                    |                    |
|---|--------------|--------------------|---|--------------------|--------------------|
| <b>*Last Name</b>   |              | <b>*First Name</b> |   | <b>Middle Name</b> |                    |
| <b>*Alias Names Maiden, Married, Adoption or other</b>  |              |                    |   |                    |                    |
| <b>*Sex</b>   | <b>*Race</b> | <b>*Height</b>     | <b>*Weight</b>  | <b>*Eye Color</b>  | <b>*Hair Color</b> |
| <b>*Date of Birth</b>   |              |                    | <b>* Place of Birth ( State or Country if outside the US)</b> |                    |                    |
| <b>*Phone Number</b>  |              |                    |   |                    |                    |
| <b>*Are you a United States Citizen or a Permanent Resident</b>   |              | <b>YES</b>         | <b>NO</b>   |                    |                    |
| <b>*If you are not a U.S. citizen or a Legal Permanent Resident, You must submit your request directly to the FBI</b> |              |                    |   |                    |                    |

**PLEASE COMPLETE THE MAILING ADDRESS FOR THE RETURN OF YOUR FBI REPORT:**

The report can only be mailed to the applicant within the United States. **The report cannot be mailed to a foreign country or to a P.O. Box. If response is being sent to the applicant's attorney, the attorney must include a written request on the attorney's letterhead.**

|                |                         |
|----------------|-------------------------|
| Full Name      |                         |
| Address        |                         |
| City           | State Postal (ZIP) Code |
| Email Address: | Phone:                  |

Reason for the request: Under DO 556-73, an individual may obtain a copy of his/her FBI criminal identification record upon request, for review and correction purposes, to challenge the information on record, or satisfy certain legal requirements such as adopting a child, satisfy a requirement to live in a foreign country, satisfy a requirement to work in a foreign country, satisfy a requirement to travel in a foreign county; and/or other court related matters.

|                                    |              |                      |                                       |   |
|------------------------------------|--------------|----------------------|---------------------------------------|---|
| <b>PLEASE CHECK ALL THAT APPLY</b> | Teach Abroad | Personal Review      | Planning to Live in a Foreign Country | Challenge Information on your personal record |
|                                    | Student Visa | Adoption Requirement | Satisfy Foreign Travel Requirement    |   |

**NEXT STEPS: (MAIL THE FOLLOWING TO VETCONNEX AT 8120 PENN AVE S, #454, BLOOMINGTON, MN 55431)**

1. Completed application form and payment form.
2. Two sets of fingerprints rolled on standard fd258 cards - (Go to your local police agency and have fingerprints rolled)
3. Select the type of services you would like for the return of your FBI report (listed on page two of this application)
4. Select payment type and include payment or complete the credit card information on the form
5. **Include a copy of 2 forms of identification (one must be a valid government issued photo ID)**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

By signing this form you hereby warrant that all the above information is correct and that you have read and understand the privacy act statement located at the top of this form.



**FBI Channeling Agency** EXPERTS IN QUALITY FINGERPRINTING SERVICES SINCE 2003

PHONE 952-595-5800 8120 PENN AVE S SUITE 454 BLOOMINGTON MN 55431

**CHECK BELOW FOR THE TYPE OF SERVICE YOU ARE REQUESTING**

|  |  |
|--|--|
| FBI National Background Check Report (walk in service) Pickup in our office \$50<br>(Fingerprinting is additional) |  |
| FBI National Background Check Report mailed to you with USPS Priority Mail \$60                                    |  |
| FBI National Background Check with FedEx Overnight \$95  |  |
| Extra Copies of your report (\$20 per copy)  |  |
| <b>Payment Type:</b> Cashier's Check or Money Order payable to VetConnex- Enclosed                                 |  |
| Or complete the form below for credit card payment   |  |

(The cost of fingerprinting is not included in VetConnex Channeling fees)

## Credit Card Payment Form

\* Denotes Required Fields Applicant Name

\* **Name (as it appears on credit card)** \_\_\_\_\_

\* **Postal (ZIP) code** \_\_\_\_\_

\* **Credit card #:** \_\_\_\_\_ \*      **Expires (MM/YYYY)** \_\_\_\_\_ **CV2** \_\_\_\_\_

\* **Total amount to be billed to credit card \$** \_\_\_\_\_

\* **Card holder signature** \_\_\_\_\_

What you can expect back from VetConnex:

**YOUR FBI REPORT WILL BE SENT ON TAMPER PROOF PAPER  
SIGNED BY THE FBI OFFICIAL WITH THE FBI WATERMARK SEAL**

Thank you!

Lauri Holland, Owner VetConnex