



NEBRASKA STATE PATROL

Criminal History Record Request

1. Purpose of form

This form is used to request a Record of Arrest and Prosecution (RAP) sheet for person of interest listed below. The RAP sheet includes only Nebraska fingerprint based arrests and resulting dispositions. There is a \$12.50 fee for this service. This fee is accepted as cash, check or money order. Make checks payable to Nebraska State Patrol. Certification/Notarization of record by the Nebraska State Patrol must be specifically requested. For questions, call the Criminal identification Division at 402-479-4971.

Requests can also be made online at ne.gov/go/cbg for an additional fee of \$3. Online requests can be paid with a credit or debit card.

2. Request Information

Date of Request:			
This request is on (Check one):	<input type="checkbox"/> Yourself	<input type="checkbox"/> Someone else	Reason for request:

3. Person of Interest (Person on whom the background check will be complete)

Please provide as much information as possible. **First & Last Names and Date of Birth (DOB) are required fields.**

First Name:	Middle Name:	Last Name:	
DOB:	Place of birth:	Race:	Gender:
Current Street Address:		City, State, Zip code:	
Phone #:	Fax #:	ALIAS/AKA: List any other names used: maiden/married/adopted/nicknames/short names, etc...	
Social Security Number: - -		<i>This request will not be denied for refusal to provide a social security number, but the criminal history check <u>may take longer without the number</u>, which will be used only for the purpose of confirming identity during the criminal history check.</i>	

4. Individual or agency requesting the background check (Only if different than section 2)

Agency/Company Name:			
Individual Name:			
Mailing Address:		City, State, Zip code:	
Phone #:	Fax #:	Email:	
Results will be faxed to the number provided unless a self-addressed stamped envelope is enclosed. For security reasons we are unable to send results by email.			

Mail completed form with payment to: Nebraska State Patrol, Criminal Identification Division
PO Box 94907
Lincoln, NE 68509-4907

Signature of Requester (individual or agency)

5. Notarized Release (Optional)

Portions of the criminal history record may be redacted in accordance with Nebraska Revised Statute §29-3523. If you would like a full release of the criminal history record, the person of interest (from section 3) must sign this form before a notary public. If this form is NOT notarized, a public record will be released to you. See §29-3523 for the difference between a *public* and *full release* criminal history record.

I consent to the disclosure and copying of any Record of Arrest and Prosecution to the person or entity listed above in Section 4.

State of _____)

)ss

Signature of Person of Interest from Section 3

County of _____)

Subscribed and sworn to before me this _____ day of _____, _____.

Notary Public