

South Kingstown Police Department - Criminal Record Check Application

Rhode Island General Law allows, only South Kingstown residents to have a civilian Criminal Record check performed by the South Kingstown Police Department. Select the reason you need a Criminal Record check and/or finger printing performed. If no category applies to you, please check with the South Kingstown Police Department Dispatcher. **Fingerprint applicants:** Your prints are being run for a national background check to determine if you have a criminal record.

CATEGORIES IN THIS SECTION REQUIRE A \$36.00 FEE:

Check OR Money Order Payable To: **"TOWN OF SOUTH KINGSTOWN"** - No cash or credit cards accepted

<input type="checkbox"/> Adoptive Parent	<input type="checkbox"/> America Reads	<input type="checkbox"/> Bus Driver/Monitor
<input type="checkbox"/> Church/Religious Organization	<input type="checkbox"/> Child/Day Care Employee	<input type="checkbox"/> Firefighter
<input type="checkbox"/> Massage Therapist	<input type="checkbox"/> Medical Marijuana Caregiver	<input type="checkbox"/> Medical Marijuana Cultivator
<input type="checkbox"/> Mental Health Agency Worker	<input type="checkbox"/> School Employee for Public/Private	<input type="checkbox"/> S.K.H.S Senior Mentor Program
<input type="checkbox"/> SK Crossing Guard	<input type="checkbox"/> Youth Serving Agency Worker (refer to AG's List on reverse side)	

NO FEE ASSESSED TO THESE CATEGORIES:

<input type="checkbox"/> Foster Parent (Prints)	<input type="checkbox"/> School Volunteer (NO PRINTS) i.e. chaperones	<input type="checkbox"/> SK CARES Volunteer (NO PRINTS)
--	--	--

Two (2) Forms of identification must accompany this application. At least one (1) I.D. must have a photograph.
*(Examples of **Valid** I.D.'s: Driver's License, Passport, Military ID, Birth Certificate, Social Security Card, AAA card)*
All requested information must be completed legibly to avoid a delay in processing.

Name: _____
Last
First
Middle

Aliases and/or Maiden Names previously used: _____

Address: _____
Street
City
State / Zip

Phone # (Home or Cell): _____ U.S. Citizen: Yes (____) No (____)

Date of Birth: _____ Place of Birth (State / Country): _____

Social Security Number: _____ Driver's License # and State: _____

Sex: Male Female Height: _____ Weight: _____ Eye Color: _____ Hair Color: _____

Race: White Black Hispanic Asian American Indian Other _____

Agency/Employer Requesting Record Check: _____ Phone#: _____

Agency/Employer Contact Name (or Department): _____

Address where results are to be sent: _____
Street
City
State / Zip

I hereby give permission to the South Kingstown Police Department and its representatives to conduct a criminal record check for the purpose of employment, volunteering and/or licensing and will not hold any member of the South Kingstown Police Department or Town of South Kingstown liable for the results and/or content of the criminal record check.

Applicant's Signature: _____ Date: _____

I acknowledge that I have received a copy of the PRIVACY ACT NOTIFICATION

Officer Signature & Badge Number: _____ # _____

SKPD Form 207 (11/2021)



BACKGROUND CHECK GUIDELINES
FOR SOUTH KINGSTOWN RESIDENTS ONLY

7 days a week – 8:00am to 8:00pm

SKPD is allowed to do background checks only if there is a RI General Law in effect that allows us to do them. Please refer to fee chart for additional information. Any questions should be referred to the RI Attorney General’s BCI UNIT 4 Howard Avenue, Cranston - 274-4400.

Fingerprint applicants: Your prints are being run for a national background check to determine if you have a criminal record.

Requirements:

ALL background check applications must include the following:

- SKPD Criminal Record Check Application (form 207)
- Two forms of ID:
 - 1 valid photo (driver’s license, state ID card or passport) AND
 - 1 of these (birth certificate, health care card, AAA card, military ID)
- Letter from agency requesting background;
for example; School Dept., Dept. of Health, DCYF, YMCA, etc.

**SKPD is not allowed to do a background check for an employee of a pre-school that is approved by the Commissioner of Education- these background checks are done at the RI Attorney General’s office. SKPD is only allowed to do them for pre-schools that are licensed by DCYF. The applicant may have paperwork that indicates this or you should ask them if they know if their employer is licensed by DCYF.

AGENCIES THAT ARE CONSIDERED “YOUTH SERVING”

- BOYS TOWN NEW ENGLAND
- BRADLEY RESIDENTIAL FACILITY
- COMMUNITIES FOR PEOPLE
- COMMUNITY CARE ALLIANCE
- COMMUNITY SOLUTIONS
- DAY ONE
- DEVEREAUX
- EARLY HEAD START MEETING STREET
- EARLY INTERVENTION MEETING STREET
- FAMILY SERVICE OF RHODE ISLAND
- FOSTER FORWARD
- GRODEN CENTER
- HEALTHY FAMILIES AMERICA MEETING STREET
- NAFI RHODE ISLAND
- PERSPECTIVES CORPORATION
- SAND TURN HOUSE
- ST. MARY’S HOME FOR CHILDREN
- THE KEY PROGRAM, INC
- TIDES FAMILY SERVICES
- WHITMARSH
- WOMEN INFANTS AND CHILDREN’S MEETING STREET