



# COLORADO

## Bureau of Investigation

Department of Public Safety

BIOMETRIC IDENTIFICATION AND RECORDS UNIT | 690 Kipling Street, Suite 3000 | Denver, CO 80215 |

(303) 239-4208 | [cdps.cbi.biru.dis@state.co.us](mailto:cdps.cbi.biru.dis@state.co.us) | [www.cbi.colorado.gov](http://www.cbi.colorado.gov)

### Public Request for Criminal History Record Information

Please type or print clearly | \$13.00 per name (no personal checks) | Reply will be mailed in 3-5 business days

Please call (303) 239-4208 with any inquiries. Discrepancies must be reported within 30 days.

#### NAME TO BE CHECKED

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Middle Name: \_\_\_\_\_

Date of Birth (required): \_\_\_\_\_

Gender (optional):

MALE  FEMALE

Social Security Number (optional): \_\_\_\_\_

MM/DD/YYYY

#### SEND REPLY TO

Name of Business and/or Person \_\_\_\_\_

Street Address or P.O. Box \_\_\_\_\_

Apt/Unit Number \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

ZIP Code \_\_\_\_\_

Phone Number \_\_\_\_\_

#### PURPOSE FOR REQUEST

Public Request/General Inquiry

Emergency Medical Technician

Security Guard

Housing

P.O.S.T. Board

Adoption

Visa / International Travel

Immigration

Guardian/Conservator

#### NOTARIZING

Do you need the response notarized?

YES

NO

*Notarizing may add up to three business days to your processing time.*

#### PLEASE READ AND SIGN BELOW

The record you may receive is for lawful use only and summarizes information sent to the Colorado Bureau of Investigation from fingerprint contributors in the state of Colorado. Unless fingerprints accompanied your inquiry, the Colorado Bureau of Investigation cannot guarantee this record relates to the person in whom you have an interest. If the disposition is not shown, or further explanation of an arrest charge or disposition is desired, that information may be obtained from the agency who furnished the arrest information. Only the court of jurisdiction or the respective District Attorney's office wherein the final disposition occurred can provide an official copy to any specific disposition. State law governs access to sealed records. Because additions and deletions to a criminal history record may be made at any given time, a new inquiry should be requested when needed for subsequent use. Any report received from the Colorado Bureau of Investigation as the result of this inquiry shall not be used for the direct solicitation of business for pecuniary (monetary) gain.

X

\_\_\_\_\_  
*Signature of Requesting Party (required per State law)*