

REQUEST FOR LOCAL RECORDS CHECK

This search is of Sedona Police Department records only. A search of the records of any other jurisdiction (local, state, or federal) is not conducted or implied. DEPARTMENT POLICY REQUIRES THAT INDIVIDUALS REQUESTING THIS SERVICE PERSONALLY APPEAR WITH PHOTO IDENTIFICATION TO REQUEST A LETTER. **The Fee is \$10.00 per request.**

By placing my signature below, I agree to hold the city of Sedona, its agents, and employees harmless from any claim, cause of action, or other liability that may arise as a result of furnishing this information to me or as result of my use of the letter provided. I understand the result of the search is based solely on the information I have provided below and is not based on a search of my fingerprints. I understand that a failure to provide my correct name and date of birth may be punishable under law.

Signature of Requesting Party

Purpose: _____
i.e. Firearms, Immigration, Passport, Adoption

PRINT LEGIBLY PLEASE

First Name	
Middle Name	
Last Name	
Aliases	
Date of Birth	
Social Security Number	
Current Physical Address	
Previous Sedona Address	
Phone Number	

Allow Two Business Day Processing Time - We Will Call You

FOR DEPARTMENT USE ONLY

Date SPD Received This Form _____

Record check completed (date) _____ Record check run by (initials) _____

Any local criminal record or outstanding criminal process found? YES NO (Circle One)

FEE: \$10.00

Method of Payment: CASH CHECK/MONEY ORDER CREDIT CARD (Circle One)

Date Paid: _____ Received By: _____

Notary Completed and Called to Advise: (Date & Initials) _____