Salt Lake County Human Resources

VOLUNTEER CRIMINAL RECORD NAME CHECK WAIVER FORM

Due to the nature of the position you are being considered for, a criminal records check is required in accordance with Salt Lake County Policy and procedure #5251, Background Check Requirements, updated July 14, 2009, and Salt Lake County Ordinance section 2.80.140. Criminal record checks are used for the purpose of assisting in making an employment, transfer or promotion decision and convictions can be used to disqualify you for this position through provisions of Salt Lake County Human Resources Policy & Procedure #5230, Merit Employment Registers that state the following:

2.0 (2.4) The Human Resources Division may remove names from a merit employment register in cases where the applicant: Was previously convicted of criminal behavior when the specific circumstances indicate that employment of the applicant for that particular job is manifestly inconsistent with the lawful, safe, efficient, and successful performance of that job.

Information from your criminal history will be kept confidential by the Salt Lake County Human Resources Division. Convictions meeting the guidelines quoted above will be reported only to persons involved in the hiring decision. You have the right to review your criminal record. If you disagree with any disqualifying information on your criminal record you must contact the law enforcement agency involved.

Please print the following:

Applicant's Full Name _____ Male/Female
First Name Middle Last

Date of Birth _____ Social Security # _____
Month/Day/Year

Formerly used last names _____ _____
Dates & State you have lived in other than Utah

Address & ZIP CODE _____

AUTHORIZATION TO RELEASE INFORMATION

I hereby authorize the Utah Bureau of Criminal Identification to release information found in the Utah computerized Criminal History files to the Salt Lake County hiring divisions listed above to determine my eligibility for employment, promotion or transfer. I do hereby release all persons, firms, agencies, state and local governments, companies or groups, whomsoever, from any damages of, or resulting from, furnishing such information.

_____ _____
Signature in Full Date of signature