



## Dublin Police Services

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### Background/Clearance Letter Request Form

Dublin Police Services will conduct a local record check and document the results in the form of a letter. This records check is for **residents or former residents of Dublin ONLY**.

#### **Important Instructions:**

- All fields must be completed.
- Copy of Driver's License or passport required.
- Allow approximately 7-10 business days.
- \$77.00 fee payable at time of request.

Today's Date: \_\_\_\_\_

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

Middle Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Alias(es): \_\_\_\_\_

Date of Birth: \_\_\_\_\_  
Month /Date /Year

Current Address: \_\_\_\_\_

Move in date (mo/yr): \_\_\_\_\_ Move out date (mo/yr): \_\_\_\_\_

Additional Dublin Address(es): \_\_\_\_\_

Move in date (mo/yr): \_\_\_\_\_ Move out date (mo/yr): \_\_\_\_\_

(To add additional addresses, ask for the continued address form)

**\*Is this letter for adoption purposes?**                      **Yes**                      **No**