

INQUIRY FOR UNITED STATES GOVERNMENT USE ONLY (LAW ENFORCEMENT INQUIRY)

The person identified on this form has been appointed to or is an applicant for the position shown. Persons employed in the Federal service and/or GSA-licensed child care centers must be trustworthy, of good character, and completely loyal to the United States. To help determine whether this person meets these requirements, please search your files and report results on this form as soon as possible. A self-addressed, postage free, envelope is enclosed for your reply. We shall appreciate your cooperation. The information you provide, including your identify, will be disclosed to the person identified below if he or she should request.

ADDRESSEE:



CERTIFICATION: THE PERSON WE ARE INVESTIGATING HAS GIVEN WRITTEN CONSENT FOR THIS INVESTIGATIVE INQUIRY. A COPY OF THE WRITTEN CONSENT IS ATTACHED FOR YOUR USE.

THIS INVESTIGATIVE INQUIRY IS IN FULL COMPLIANCE WITH THE PRIVACY ACT OF 1974 AND OTHER LAWS PROTECTING THE CIVIL RIGHTS OF THE PERSON WE ARE INVESTIGATING. THE INFORMATION YOU PROVIDE, INCLUDING YOUR IDENTITY, WILL BE DISCLOSED TO THE PERSON BEING INVESTIGATED ON THIS PERSON'S REQUEST, UNLESS YOU ASK THAT YOUR IDENTITY BE KEPT CONFIDENTIAL.

NOTE: YOUR DELAY IN RETURNING THIS FORM COULD PROLONG A DECISION AND INCONVENIENCE THE PERSON BEING INVESTIGATED.

APPLICANT OR APPOINTEE

Please check your files on all names listed as having been used by this person. It is not possible to furnish fingerprints to aid in identification. **Please reply promptly.**

STATEMENT TO BE COMPLETED BY THE OFFICE TO WHICH THIS INQUIRY IS ADDRESSED

1. Do the records of your office show that the person identified above has ever been arrested or convicted of an offense against the law, or forfeited collateral, or is now under charges for any offense against the law? (Exclude traffic violations for which a fine of \$100 or less was imposed, any offense committed before 18th birthday which was finally adjudicated in a juvenile court or under a Youth Offender Law, any conviction the record of which has been expunged under Federal or State law, or any conviction set aside under the Federal Youth Corrections Act or similar State authority.) YES NO

If your answer is "Yes," please list each charge below:

Date	Age Given	Occupation	Offense	Disposition

2. Do you have any reason to question this person's loyalty to the United States? YES NO

If your answer to this question is "Yes," please give full details. You may use the back of this inquiry if additional space is necessary.

PLEASE SIGN YOUR NAME BELOW

DATE	SIGNATURE	TITLE
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