

## COMMONWEALTH OF VIRGINIA DEPARTMENT OF STATE POLICE - This is a sample

National Criminal Record Request for Employees or Volunteers Providing Care to Children, the Elderly, or Disabled under the National Child Protection Act and the Volunteers for Children Act

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## Notice to Applicant/Volunteer

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Exchange (CCRE) of the Departme	ent of State Police has determ	mined the fingerprints	are identical to crimin	nal fingerprints on file at	CCRE and/or the
Exchange (CCRE) of the Departm Federal Bureau of Investigation (	FBI) and a conviction exists w	vhich is a barrier to em	ployment or voluntee	ering services. To initiate	a review of a
criminal record, follow these inst	ructions:				
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ORIGINAL SIGNED FORM MUST BE RETAINED BY QUALIFIED BUSINESS/ORGANIZATION. IF THE SUBMISSION OF FINGERPRINTS IS NOT DONE ELECTRONICALLY, A FINGERPRINT CARD SHOULD BE MAILED TO VSP ALONG WITH A COPY OF THIS FORM.