

**PENNSYLVANIA STATE POLICE**  
**REQUEST FOR CRIMINAL RECORD CHECK**  
 1-888-QUERYPA (1-888-783-7972)

This form is to be completed in ink by the requester – (information will be mailed to the requester only). If this form is not legible or not properly completed, it will be returned unprocessed to the requester. A response may take four weeks or longer.

**TRY OUR WEBSITE FOR A QUICKER RESPONSE**  
<https://epatch.state.pa.us>

|                                  |  |
|----------------------------------|--|
| <b>REQUESTER NAME</b>            |  |
| <b>ADDRESS</b>                   |  |
| <b>CITY/STATE/ZIP CODE</b>       |  |
| <b>TELEPHONE NO. (AREA CODE)</b> |  |

**FOR CENTRAL REPOSITORY USE ONLY**  
**CONTROL NUMBER**

**AFTER COMPLETION MAIL TO:**

**PENNSYLVANIA STATE POLICE  
 CENTRAL REPOSITORY – 164  
 1800 ELMERTON AVENUE  
 HARRISBURG, PA 17110-9758**

**DO NOT SEND CASH OR PERSONAL CHECK**

**CHECK ONE BLOCK**

- ☐ INDIVIDUAL/NONCRIMINAL JUSTICE AGENCY – ENCLOSE A CERTIFIED CHECK/MONEY ORDER IN THE AMOUNT OF \$22.00, PAYABLE TO:  
 "COMMONWEALTH OF PENNSYLVANIA"  
 THE FEE IS NONREFUNDABLE
- ☐ NOTARIZED INDIVIDUAL/NONCRIMINAL JUSTICE AGENCY – ENCLOSE A CERTIFIED CHECK/MONEY ORDER IN THE AMOUNT OF \$27.00, PAYABLE TO:  
 "COMMONWEALTH OF PENNSYLVANIA"  
 THE FEE IS NONREFUNDABLE
- ☐ FEE EXEMPT-NONCRIMINAL JUSTICE AGENCY – NO FEE

|                                                                                                                                                                                                                                     |                               |                                   |            |             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|-----------------------------------|------------|-------------|
| <b>SUBJECT OF RECORD CHECK</b>                                                                                                                                                                                                      |                               |                                   |            |             |
| <b>(FIRST)</b>                                                                                                                                                                                                                      | <b>(MIDDLE)</b>               | <b>(LAST)</b>                     |            |             |
| <b>MAIDEN NAME AND/OR ALIASES</b>                                                                                                                                                                                                   | <b>SOCIAL SECURITY NUMBER</b> | <b>DATE OF BIRTH (MM/DD/YYYY)</b> | <b>SEX</b> | <b>RACE</b> |
| <p>The Pennsylvania State Police response will be based on the comparison of the data provided by the requester against the information <u>contained in the files of the Pennsylvania State Police Central Repository only.</u></p> |                               |                                   |            |             |
| <p><b>FEES FOR REQUESTS - \$22.00. NOTARIZED FEE REQUESTS - \$27.00.</b><br/> <b>***MAKE ALL MONEY ORDERS PAYABLE TO: <u>COMMONWEALTH OF PENNSYLVANIA</u> ***</b></p>                                                               |                               |                                   |            |             |
| <p><b>REASON FOR REQUEST</b><br/> <b>◀◀◀◀◀CHECK THE BOX THAT MOST APPLIES TO THE PURPOSE OF THIS REQUEST▶▶▶▶▶</b></p>                                                                                                               |                               |                                   |            |             |
| <input type="checkbox"/> <b>INTERNATIONAL ADOPTION - INTERNATIONAL ADOPTION MUST BE NOTARIZED AND MAILED IN. (\$27.00 FOR REQUEST)</b>                                                                                              |                               |                                   |            |             |
| <input type="checkbox"/> <b>ADOPTION (DOMESTIC)</b> <input type="checkbox"/> <b>EMPLOYMENT</b> <input type="checkbox"/> <b>VISA</b> <input type="checkbox"/> <b>OTHER</b>                                                           |                               |                                   |            |             |

**WARNING: 18 Pa.C.S. 4904(b) UNDER PENALTY OF LAW - MISIDENTIFICATION OR FALSE STATEMENTS OF IDENTITY TO OBTAIN CRIMINAL HISTORY INFORMATION OF ANOTHER IS PUNISHABLE AS AUTHORIZED BY LAW.**

**Homeland Security is Everyone's Responsibility - Pennsylvania Terrorism Tip Line 1-888-292-1919**