

REQUEST FOR CRIMINAL HISTORY INFORMATION

PAGE ONE OF TWO

PI#: \_\_\_\_\_

Company: \_\_\_\_\_
Contact Person: \_\_\_\_\_
Address: \_\_\_\_\_
Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_
Fax: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_
Email: \_\_\_\_\_
Fax Results \_\_\_\_\_ or Email Results \_\_\_\_\_

To be completed and sent to:
PI Services LLC
PO BOX 157
Beaverton, OR 97075
503-643-4274
Fax-643-5474
www.pi-info.com
info@pi-info.com

TYPE your info on this form, then print for Signature

Full Name: \_\_\_\_\_
Last First Middle

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Social Sec#: \_\_\_\_-\_\_\_\_-\_\_\_\_ Phone: \_\_\_\_-\_\_\_\_-\_\_\_\_
00/00/00 ss# not needed for OR, WA & ID

Driver's License #: \_\_\_\_\_ State: \_\_\_\_\_ Valid & Current: Yes \_\_\_\_ No \_\_\_\_

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

\_\_\_\_ First time background check, checking 10 year address history below.

\_\_\_\_ Yearly renewal, only checking address history back to \_\_\_\_/\_\_\_\_/\_\_\_\_.

Maiden/Former Legal Name\*\*: \_\_\_\_\_ (if used in the past ten years for first time background check or in the last year if yearly renewal background check)

\*\*Additional charges apply for additional names searched, see page 2.

FIRST TIME BACKGROUND CHECKS: LIST ALL STATES, COUNTIES AND DATES YOU HAVE RESIDED WITHIN THE PAST TEN YEARS.

IF RENEWAL: LIST ALL FROM DATE OF LAST TIME WE DID A BACKGROUND CHECK ON THIS SUBJECT.

Table with 3 columns: DATE, STATE, COUNTY. Example row: January 2008-January 2018 EXAMPLE Oregon EXAMPLE Washington & Multnomah

Applicant's signature I swear the above information is true and correct.

Date

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PI#: \_\_\_\_\_

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Have you been convicted of a crime in the past 10 years? Yes \_\_\_\_\_ No \_\_\_\_\_  
Felony/Misdemeanor

If yes, what County & State and the date of conviction?

\_\_\_\_\_  
**First time background checks will be searched in all locations subject lived in the last 10 years (if provided).  
Yearly renewals will only be checked in locations lived in the last year or so since date of last background check.  
Price is for each name searched. Driving infractions and violations are not criminal, available on request.**

\_\_\_\_\_ Oregon Circuit Court Statewide Felony & Misdemeanor Search \$20.00  
\_\_\_\_\_ Oregon Circuit Court Statewide Violations & Infraction Search add \$5 (*non Criminal*)

\_\_\_\_\_ Washington Superior, District & Municipal Statewide Search \$25.00  
\_\_\_\_\_ Washington Statewide Violations & Infraction Search add \$10 (*non Criminal*)

\_\_\_\_\_ Idaho Supreme & District Statewide Search \$20.00  
\_\_\_\_\_ Idaho Circuit Court Statewide Violations & Infraction Search add \$5 (*non Criminal*)

\_\_\_\_\_ NW Statewide Criminal Search OR, WA & ID \$45.00  
\_\_\_\_\_ OR, WA & ID Statewide Violations & Infraction Search add \$20 (*non Criminal*)

\_\_\_\_\_ All other States: Call our office or send an email for a price quote, provide the State & County  
Prices vary depending on location.

**Payment Options:**

\_\_\_\_\_ **Send an Invoice:** If you have a pre-approved account we will invoice you. Then Fax, email or mail your form to our office. Please make sure all your contact information on the first page is correct. Payment by check are due within 15 days of invoice.

\_\_\_\_\_ **Pre-Payment option 1:** Pre-pay with a credit or debit card on our website. After payment is made fax, email or mail your form to our office. Prepayment confirmation # \_\_\_\_\_

\_\_\_\_\_ **Pre-Payment option 2:** Mail the form with a check, cash or money order to: PI Services LLC PO BOX 157 Beaverton, OR 97075

\_\_\_\_\_  
**Applicant's Signature** I swear the above information is true and correct. \_\_\_\_\_ Date \_\_\_\_\_ Page 2 of 2

\*\*\*\*\*

Date received: \_\_\_\_\_ Date of search: \_\_\_\_\_ Results to Client Fax \_\_\_ or E-Mail \_\_\_

CRIMINAL RECORD FOUND: No / Yes (If yes, see attached dockets sheet(s) with \_\_\_\_\_ record(s) found)

VIOLATIONS/INFRACTIONS FOUND: No / Yes (If yes, see attached dockets sheet(s) with \_\_\_\_\_ record(s) found)

\*\*\*\*\*

Each Background Check will have an invoice listing locations checked and results.  
*PI Services will keep a copy of this form on file for 90 days. After 90 days only the name, results & invoice will be kept on file.*