Chico Police Department
Application for Local Record Review
NO ARRESTS

The information requested below is necessary to verify a record does not exist. Failure to supply this information may prevent this agency from providing you with the necessary record review letter.

The Chico Police Department can check our records and give you a letter stating that you do not have a criminal record with the City of Chico. The requested letter will be sent to you by mail or other appropriate means mutually agreeable to you and the department within 10 days. A processing fee of **$11.00** is due at the time the application is submitted. Please provide a picture I.D.

If it is determined that there is existing criminal history, a summary of that criminal record will be provided and an additional $11.00 will be required at the time the letter is picked-up or before it can be mailed.

☐ Yes If a notary is needed, please request at time of application.

The undersigned hereby applies to obtain a summary of his/her local criminal history record.

TYPE or PRINT

Applicant's Name _____
Last Name First Name Middle Name

Also Known As
(or Maiden Name)_____
Last Name First Name Middle Name

Mailing Address _____
Number Street, City, State Zip

Date of Birth ____/____/____ Telephone Number
Month/Day/Year 8 a.m.-5 p.m.

Dates Lived in Chico: From _____ to _____.

The undersigned wishes the record to be mailed to an address other than the one listed above.

Name _____ Title

Mailing Address_____
Number Street, City, State Zip

X
SIGNATURE OF APPLICANT

*A standard fingerprint form containing the applicant's fingerprints and all information requested above may be required for positive identification.