

Date of Request: (Numbers Only)		Metropolitan Police Department Washington, D.C Criminal History Request		Social Security Number: (Numbers Only)		
Request Record of: (Last, First, Middle Name)					Purpose of Request: ☐ Law Enforcement (non-employment) ☐ Visas* ☐ Employment/ Licensing* ☐ Challenge*	
Address:						
Sex:	☐ Male ☐ Female	Race:	☐ White ☐ Black ☐ Asian ☐ Other	Birthdate: (Numbers Only)		Place of Birth:
Requesting Agency: District of Columbia Courts			Call-Back Number: (202) 879-0496			
Signature of Agent:				Badge No.:	Method of Request: ☐ Mail ☐ In Person ☐ NLET ☐ Telephone	
IDENTIFICATION AND RECORDS DIVISION USE ONLY - (Check if applicable)						
☐ SUBJECT UNDER ARREST ☐ CORRECT COLOR CODE						
Request Received By:	Date and Time Received:	Date and Time Returned:				
D.C. Code § 6-2276 IS QUOTED HERE FOR YOUR INFORMATION It shall be an unlawful practice, punishable by a fine of not more than three-hundred dollars (\$300), or imprisonment for not more than ten (10) days, or both, for any person to require the production of and arrest record or any copy, extract, or statement thereof, at the monetary expense of any individual to whom such record may relate. Such "arrest records" shall contain only listings of convictions and forfeitures of collateral that have occurred within ten (10) years of the time at which such record is requested. (Dec. 13, 1977, D.C. Law 2-38, Title II, § 266, 24 DCR 6038). *I hereby authorize the release of my adult arrest record revealing convictions and forfeitures within the past ten (10) years.						
Signature				Date		
RESULTS OF CRIMINAL HISTORY FILE SEARCH ☐ Name Search ☐ Fingerprint Search TO: Criminal History Users This request concerns information whose collection, dissemination, and use are conditioned and restricted by applicable federal and District of Columbia statutes, and policy of the Metropolitan Police Department. Continued assistance from this department is conditioned upon your strict adherence to these regulations. WARNING TO APPLYING AGENCIES: The Metropolitan Police Department does not guarantee either the accuracy of the record or that the individual whose record is furnished is actually the same individual whose record was requested. To obtain accuracy, the record of the Court involved should be examined. Positive identification can only be determined by comparable fingerprints. Records of arrests obtained from the Metropolitan Police Department as detailed on this form are for convictions and forfeitures for the past 10 years prior to the date of request of this record, exclusive of periods of imprisonment, if any. This record does not reflect any cases which may be currently pending before the Courts or cases where convictions have been set aside pending appeals. CHIEF OF POLICE						
Date of Arrest	Charge(s)			Disposition		
Documents Released: ☐ Criminal History Record ☐ Prosecution Report ☐ Photograph ☐ Fingerprints ☐ Other: _____ ☐ Other: _____						

Date of Record Search: _____

Record Searched By: _____

Release Authorization: _____