Jefferson Parish, Louisiana
Personnel Department
200 Derbigny Street, Suite 3100
Gretna, Louisiana 70053
(504) 364-2730

To: Jefferson Parish Sheriff's Office
Post Office Box 485
Gretna, Louisiana 70054-485

Please conduct a record check of convictions on the below listed subject:

Company/Agency Name: Jefferson Parish Personnel Department
Mailing Address: 200 Derbigny Street, Suite 3100
City/State/Zip Code: Gretna, Louisiana 70053

_____
Signature of Company / Agency Official

ALL INFORMATION ON SUBJECT MUST BE TYPED EXCEPT FOR SIGNATURE

Name_____
(Last) (First) (Middle or Maiden)

Sex: _____ Date of Birth _____ Social Security # _____

Address _____
(Numerical) (City) (State) (Zip)

_____
SIGNATURE OF ABOVE LISTED SUBJECT

By this signature, I authorize the release of my conviction record if any, and waive such legal rights that may exist and do release any and all persons from liability in connection with the furnishing of such information.

Important: This record check of convictions is processed only through the files of the Jefferson Parish Sheriff's Office.

The results of this record check of convictions does not preclude the possibility of existing convictions with another law enforcement agency. Our office is unable to release conviction information that is maintained by other agencies. The furnished information is deemed to be complete and accurate to the extent that the information available to this office is complete and accurate. The Jefferson Parish Sheriff's Office can not make an accurate identification based on name, sex and date of birth only. Any information contained on this criminal history conviction check is subject to verification between the requesting party and the subject listed above. The Jefferson Parish Sheriff's Office assumes no responsibility therefore for any action resulting from the information furnished.

_____(Date) _____
Deputy Sheriff/Technical Services Bureau

(JPSO Form 2.83 (Rev. 11/02)) **[ ] NO CONVICTION INFORMATION ON FILE**