



REQUEST FOR LIVE SCAN SERVICE

Applicant Submission

A2733

ORI (Code assigned by DOJ)

Volunteer

Authorized Applicant Type

Type of License/Certification/Permit OR Working Title (Maximum 30 characters - If assigned by DOJ, use exact title assigned)

Contributing Agency Information:

Roman Catholic Bishop of Sacramento

Agency Authorized to Receive Criminal Record Information

2110 Broadway

Street Address or P.O. Box

Sacramento

City

CA

State

95818

ZIP Code

08893

Mail Code (five-digit code assigned by DOJ)

Sandra Canenguez, Maria Jimenez

Contact Name (mandatory for all school submissions)

9167330237

Contact Telephone Number

Applicant Information:

Last Name

First Name

Middle Initial

Suffix

Other Name

(AKA or Alias) Last

First

Date of Birth

Sex Male Female

Driver's License Number

Height

Weight

Eye Color

Hair Color

Billing
Number

(Agency Billing Number)

Place of Birth (State or Country)

Social Security Number

Misc.
Number

(Other Identification Number)

Home

Address Street Address or P.O. Box

City

State ZIP Code

Your Number:

OCA Number (Agency Identifying Number)

Level of Service: DOJ FBI

(If the Level of Service indicates FBI, the fingerprints will be used to check the criminal history record information of the FBI)

If re-submission, list original ATI number:

(Must provide proof of rejection)

Original ATI Number

Employer (Additional response for agencies specified by statute):

Employer Name

Mail Code (five digit code assigned by DOJ)

Street Address or P.O. Box

City

State

ZIP Code

Telephone Number (optional)

Live Scan Transaction Completed By:

Name of Operator

Date

Transmitting Agency

LSID

ATI Number

Amount Collected/Billed



DIOCESE OF SACRAMENTO

2110 Broadway • Sacramento, California 95818 • 916/733-0237 • Fax 916/733-0195

Safe Environment

EMPLOYEE LIVE SCAN VERIFICATION FORM

Please fill out the top portion of this form, attach a copy of the completed Live Scan form and return both forms to the Safe Environment Department.

kschloemann@scd.org

Fax (916) 733-0195

Last Name

First Name

Initial

Parish/School Site, City

Phone and Fax

Role/Position/Title: _____

Date Live Scan completed

ATI Number (from Live Scan Form)

To be completed by the Safe Environment Department and returned to the parish or school.

EMPLOYEE DoJ and FBI clearance

Clearance Received _____

Safe Haven _____

DoJ Date _____

Anti-Sexual _____

FBI Date _____

Harassment _____

Notes: _____

In addition to Live Scan fingerprinting a separate background check needs to be conducted on any potential employee or volunteer that has applied for a position involving the following:

1. Will have signing authority on a bank account maintained by a parish, school, or diocesan entity.
2. Will handle cash or checks on a regular basis as part of the job duties for the position.
3. Will hold a position having access to proprietary or confidential information or records.
4. Will hold a position involving or having access to financial activities or operations.
5. Will hold a position that will require them to operate a company vehicle.

For this additional background check, please contact Lay Personnel - (916) 733-0239