Arizona Department of Public Safety

Noncriminal Justice Agency Process - Criminal History Checks

Application for Access

This application is for agencies to receive criminal history record information for a noncriminal justice purpose such as evaluating the fitness of employees, volunteers, licensees, etc. This is not for fingerprint clearance cards. Please type or print legibly. Some authorizations require additional documentation to be submitted with the application.

Agency Full Name		**Date**
Street address or PO Box		
City	State	Zip Code

Agency Type – Indicate your agency type below

Eligible for federal and Arizona criminal history:

_____ Public Charter School
(Authorization ARS §15-183)

_____ Public School District
(Authorization ARS §15-512)

_____ Fire District
(Authorization ARS §48-805)

_____ Government or Tribal Agency

Type: _____

Authorization: _____
(If using local ordinance, provide copy of authorization/ordinance. Application Addendum may also be required.)

Eligible for Arizona criminal history only:

____ Private adoption agency/private adoption attorney
(MUST provide copy of court order)
Authorization (mark one): ____ ARS §41-1750
____ ARS §8-105

____ Non-profit organization
(Authorization ARS §41-1750 (G) 23. Non-profit organizations must also complete the Non-profit Declaration)

Please provide Arizona Corporation Commission "File Number"_____

Please indicate type:

____ Private school

____ Church

____ Other (please describe organization type, not tax status):

_____

Name and title of person completing this form (please print)	Contact phone	Email

Send the completed application and any required supporting documentation to one of the following:

Arizona Department of Public Safety
Access Integrity Unit
ATTN: Noncriminal Justice Agency Compliance
P.O. Box 6638 | MD 3160
Phoenix, AZ 85005-6638

Fax: (602) 223-2926
Attn: AIU - Noncriminal Justice Compliance

Email: NCJA@azdps.gov

Subject line:
Access Application