

FORM FOR REQUESTING A BACKGROUND CHECK
Presbytery of Cincinnati
Effective: March 13, 2007

The Presbytery of Cincinnati requires background checks for the following:

- teaching elders, serving churches in temporary or permanent positions
- presbytery staff
- ruling elders commissioned or in training for pastoral service
- Certified Christian Educators serving churches
- inquirers and candidates under care of or serving in the presbytery

Date request submitted: _____

Date request needed: _____ (allow 1 week for results)

Name of individual being checked:

Last,

First

Middle

Email address _____

Other legal names used: _____

Address: _____

Social Security Number: _____ Date of Birth _____

Employment history: _____

Education history: _____

Category (check one):

- teaching elder, serving churches in temporary or permanent position
- presbytery staff
- ruling elder commissioned or in training for pastoral service
- Certified Christian Educator serving church
- inquirer or candidate under care of or serving in the presbytery

Checks to be done:

All required background checks shall include:

Social Security Number Identity Verification and Address History Trace
National Criminal Database & National Sexual Violent Offender Registry Search
Statewide Criminal Search
County Criminal Search

And, if deemed appropriate (check below)

____ Employment or Degree Verification

I hereby acknowledge that the Presbytery of Cincinnati has the authority and my permission to perform the above listed background checks.

Signature: _____ **Date:** _____

Report requested by _____

Charge checking to:

____ Committee on Ministry

____ Committee on Preparation for Ministry

____ Church – give name: _____

Date request completed: _____