

REQUEST FOR A SEARCH OF
OHIO'S CENTRAL REGISTRY ON CHILD ABUSE AND NEGLECT

Please conduct a search of the Central Registry on Child Abuse and Neglect for my name. This information will be used for the purposes of (check):

Adoption/Foster Parenting Volunteer Work Employment Other _____

<p>Full Name: _____ (Including maiden name, if applicable)</p> <p>Date of Birth: _____</p> <p>Social Security #: _____</p> <p>Signature _____</p> <p>Copies of <u>two</u> (check <input checked="" type="checkbox"/> <u>2</u>) forms of identification are attached, one of which contains my Social Security number:</p> <p><input type="checkbox"/> Driver license <input type="checkbox"/> Social Security card <input type="checkbox"/> Birth Certificate <input type="checkbox"/> United States Visa</p>	<p>Full Name: _____ (Including maiden name, if applicable)</p> <p>Date of Birth: _____</p> <p>Social Security #: _____</p> <p>Signature _____</p> <p>Copies of <u>two</u> (check <input checked="" type="checkbox"/> <u>2</u>) forms of identification are attached, one of which contains my Social Security number:</p> <p><input type="checkbox"/> Driver license <input type="checkbox"/> Social Security card <input type="checkbox"/> Birth Certificate <input type="checkbox"/> United States Visa</p>
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INSTEAD OF PROVIDING TWO FORMS OF IDENTIFICATION, THIS FORM MAY BE NOTARIZED.

This request is notarized in lieu of submitting two forms of identification.

HOME ADDRESS _____
CITY _____ STATE _____ ZIP CODE _____

PREVIOUS ADDRESS IN OHIO _____
CITY _____ STATE _____ ZIP CODE _____

Subscribed and affirmed before me according to law this _____ day of _____, 2011
at _____, County of _____ and State of _____.
(City)

_____ Notary

Mail request to **Central Registry; Bureau of Family Services, PO Box 182709, Columbus, OH, 43218-2709**. The street address is 50 West Town Street, 6th floor, Columbus, OH, 43215. Questions about the Central Registry may be directed to 614-752-1298 or e-mail Barbara Parker at barbara.parker@jfs.ohio.gov.

PROCEDURES FOR AN INDIVIDUAL TO REQUEST A SEARCH OF
OHIO'S CENTRAL REGISTRY ON CHILD ABUSE AND NEGLECT

A request for a search of the Central Registry must be made in writing and include the following:

- Full name, including maiden name or other names used, if applicable
- Date of birth
- Social Security Number
- Home Address - Results of a Central Registry search are mailed to the individual requesting at their home address, not to an agency that requires the individual to obtain a search.
- Requester's original signature - Requests cannot be faxed.
- The request must EITHER be notarized or the request must be accompanied by copies of two forms of appropriate identification.
- Appropriate forms of identification include: driver license, Social Security card, birth certificate, or United States Visa. Note: At least one of the forms of identification submitted must contain the individual's Social Security number.

Requests not containing complete information are returned with a self-addressed envelope advising the additional information required to initiate a search.

Questions about the Central Registry should be directed to 614-752-1298 or e-mail barbara.parker@jfs.ohio.gov.

Ohio Revised Code 1347 allows an individual to request and receive information about the status of his or her name on Ohio's Central Registry on Child Abuse & Neglect.

/bp

1/2011