

Background Check Agency Billing Form

Location: Salt Lake County Human Resources
2001 South State Street, N4-700
SLC, UT, 84114

Required Documents: Background Check Agency Billing Form (this form)
Criminal Record Waiver Form
Federal or State Issued Photo ID or Current Passport

Employee Information:

Applicant Name: (As listed on SS card) Date:

Applicant DOB: Applicant SSN:

Hiring Division:

Position:

Account Codes for Fingerprinting Charges:

Project Costing:

Fund	<input type="text"/>	Fund Source	<input type="text"/>
Agency	<input type="text"/>	PC Bus Unit	<input type="text"/>
Department ID	<input type="text"/>	Project ID	<input type="text"/>
Account	<input type="text"/>	An Type	<input type="text"/>
Program Code	<input type="text"/>	Activity	<input type="text"/>
Budget Reference	<input type="text"/>		

Agency Authorization:

Print Name:

Signature:

Type of Background Check Required and Agency Billing Code:

(Please select only one):

- WIN Check (Western Identification Network): FANC-B1378**
- WIN Check with RapBack (WIN only with Record of Arrest and Prosecution): FANC-B3025**
- WIN/FBI Check (WIN/Federal Bureau of Investigation): NFUF-B1583**
- WIN/FBI Check with RapBack: NFUF-B3026**
- NCIC/FBI (National Crime Information Center/FBI): MAP-B1019** **Information Services and Criminal Justice employees only**

In order for a background check to be processed this form needs to be completed and submitted to Human Resources with a Criminal Record Waiver Form.