PLAINFIELD POLICE DEPARTMENT



Town of Plainfield, Connecticut

210 Norwich Road Plainfield, CT 06374 Phone: (860) 564-0804

Phone: (860) 564-0804 www.plainfieldctpolice.com



Background Investigation Packet for Employment Candidates

lice Officer Candidate:	
	CONTACT #:
	E-MAIL:

Rev. 03/2021

Notice:

Because of the sensitive nature of law enforcement positions, a thorough background investigation is required for all candidates. This investigation requires information broader in scope than that found for non-law enforcement positions. The Plainfield Police Department does not discriminate on the basis of sex, race, creed, sexual orientation, color or national origin. Age guidelines as mandated by Federal or State Law will be followed. **The Town of Plainfield is an equal opportunity employer.**

Directions:

You must submit the below requested documents with this handbook or as soon afterward as possible. Failure to do so will delay the background investigation.

All answers must be **HAND PRINTED IN BLUE OR BLACK INK.** Do not type or write in script. The workbook must be completed in its entirety. All information must be accurate and complete. If a response requires additional space, use endnotes and complete your answer on Supplemental Information Pages. If additional pages are needed, use 8 ½" x 11" plain white paper. Do not leave any blanks, if any area(s) do not apply write "NA". Use exact dates for employment, etc. If at any time there is a gap in your employment history or residency, provide an explanation.

FALSE, MISLEADING, OR OMITTED INFORMATION IS GROUNDS FOR DISQUALIFICATION FROM THE SELECTION PROCESS OR TERMINATION FROM SERVICE IF HIRED.

Required Documents:

- o Birth Certificate
- Social Security Card
- Naturalization Papers
- Passport
- o Drivers License
- Pistol Permit
- o Marriage License/Divorce Decree
- o Military Documentation/DD-214
- o Copy of High School Diploma
- Sealed Official High School Transcripts
- Copy of College Diploma(s)
- Sealed Official College Transcripts
- o Credit Reports from two different sources (Online Credit Report Service(s) Accepted)

Answered all the questions in this workbook completely and truthfully to the best of your ability and knowledge. Understand that falsification; the provision of misleading information or deliberate omission is grounds for disqualification or dismissal if discovered subsequent to employment.

Personal Information

Date		Position So	ought						
		() Police	e Officer	() Dispat	cher () Other			
Name		Last		First		Middle	N	ickname	
Other/Ma	iden Name	Last		Firs	st	Middle	N	lickname	
Residentia	al Address(s	s) (Number, S	Street, Apt. #,	City, State, Zip	Code)		Primary con	ntact #	
E 1 A 1	1(.)						C 1		
Email Add	uress(s)						Secondary of	contact #	
Date of B	irth	Place of B	irth (City, Stat	e, Country)			Social Secur	rity Number	
			· •	, ,,,				•	
Sex	Age	Height	Weight	Hair Color	Eyes Color	Handedness	Glasses	Contacts	Tobacco
						()R()L			use?
Do you he	NA ONN SOOT	es tattoos or o	other distingui	shing marks? 1	If was give date	ile			
Do you na	ive any scar	s, tattoos of C	omer distingui	sining marks:	ii yes give deta				
Drivers Li	icense Num	ber	State	Туре	Expiration D	ate	Restrictions		
Employer			Employe	er Address			Employer T	elephone Nu	mber
Do you no	ow, or have	ever, possess	sed a weapons	permit/license	? () Ye	s ()) No		
If so, list t	the date and	town of resid	dence for initia	al issuance:					
Pistol Per	mit	State	Ty	ype	Expiration D	ate	Do you own	firearms?	
Number									
TI		1	1 . 1		() V	(\ NT -		
	United Stat		evoked for any If Natura	alized, list date	() Yes and place	() No		
() Yes	s ()) No			_				
` ,			ssessed a Dav	Care/Child Car	re License?	() Ye	es () No	
_		•	•			` ′	(,110	
				essional Trades			() Yes	() No
_									
				essional Certifi				ntant, etc)?	
() Yes				when?					
				your duties as	•	-	ave any reluc	tant to take a	human life
			r ethical belief	? (e involved with	() Yes	() No			
					···				

Personal Information Continued

List any organizations, clubs, labor union office you held.	s, professional associates you have belor	nged to, the nature of the group, and any
Name of Group/Association	Nature of Group	Offices
List all internet screen names, web service	es, and e-mail addresses that you have us	sed or belong to (e.g. MySpace, Facebook,
Twitter, etc.).	•	
Screen Name	Web Address	Type of Service/Site

Family Information

raining initormation				
Father's Name (Last, First, MI)		Date of Birth		
Residential Address (Number, Street, Apt	#, City, State, Zip Code)	Place of Birth (City, State, Country)		
Occupation	Home Telephone Number	Other Telephone Number		
Mother's Name (Last, First, MI)		Date of Birth		
Residential Address (Number, Street, Apt	#, City, State, Zip Code)	Place of Birth (City, State, Country)		
Occupation	Home Telephone Number	Other Telephone Number		
Sibling's Name (Last, First, MI) ()	Brother () Sister	Date of Birth		
Residential Address (Number, Street, Apt	#, City, State, Zip Code)	Place of Birth (City, State, Country)		
Occupation	Home Telephone Number	Other Telephone Number		
Sibling's Name (Last, First, MI) ()	Brother () Sister	Date of Birth		
Residential Address (Number, Street, Apt	#, City, State, Zip Code)	Place of Birth (City, State, Country)		
Occupation	Home Telephone Number	Other Telephone Number		
Sibling's Name (Last, First, MI) ()	Brother () Sister	Date of Birth		
Residential Address (Number, Street, Apt	#, City, State, Zip Code)	Place of Birth (City, State, Country)		
Occupation	Home Telephone Number	Other Telephone Number		

Family Information Continued

	10111404	
Step-Father's Name (Last, First, MI)		Date of Birth
Residential Address (Number, Street, Ap	t. #, City, State, Zip Code)	Place of Birth (City, State, Country)
Occupation	Home Telephone Number	Other Telephone Number
Step-Mother's Name (Last, First, MI)		Date of Birth
Residential Address (Number, Street, Ap	t. #, City, State, Zip Code)	Place of Birth (City, State, Country)
Occupation	Home Telephone Number	Other Telephone Number
Marital Status: () Single ()	Relationship () Married () Separated () Divorced/Annulled
Date of Last Marriage:	Location:	
Type & Date of Dissolution:	Location:	
Significant Other's Name (Last, First, M.	I)	Date of Birth
Residential Address (Number, Street, Ap	t. #, City, State, Zip Code)	Place of Birth (City, State, Country)
Occupation	Home Telephone Number	Other Telephone Number
Child's Name (Last, First, MI)	() Son () Daughter	Date of Birth
Residential Address (Number, Street, Ap	t. #, City, State, Zip Code)	Place of Birth (City, State, Country)
Occupation	Home Telephone Number	Other Telephone Number
Child's Name (Last, First, MI)	() Son () Daughter	Date of Birth
Residential Address (Number, Street, Ap	t. #, City, State, Zip Code)	Place of Birth (City, State, Country)
Occupation	Home Telephone Number	Other Telephone Number
Child's Name (Last, First, MI)	() Son () Daughter	Date of Birth
Residential Address (Number, Street, Ap	t. #, City, State, Zip Code)	Place of Birth (City, State, Country)
Occupation	Home Telephone Number	Other Telephone Number
Child's Name (Last, First, MI)	() Son () Daughter	Date of Birth
Residential Address (Number, Street, Ap	t. #, City, State, Zip Code)	Place of Birth (City, State, Country)
Occupation	Home Telephone Number	Other Telephone Number
Ex-Spousal's Name (Last, First, MI)	1	Date of Birth
Residential Address (Number, Street, Ap	t. #, City, State, Zip Code)	Place of Birth (City, State, Country)
Occupation	Home Telephone Number	Other Telephone Number

Family Information Continued Has any member of your immediate family ever been arrested for a felony? () Yes () No Has any member of your spouse's immediate family ever been arrested for a felony? () Yes () No If yes to either, complete the following block. Name (Last, First, MI - Relationship) Date of Birth Residential Address (Number, Street, Apt. #, City, State, Zip Code) Place of Birth (City, State, Country) Charges City & State of Crime Date of Crime

Charges	City &	. State of Crime	Date of Crim	е	
Name (Last, First, MI -)	Relationship)		Date of Birth	Date of Birth	
Residential Address (Nu	umber, Street, Apt. #, City	y, State, Zip Code)	Place of Birtl	n (City, State, Country)	
Charges	City &	State of Crime	Date of Crim	e	
Criminal/Mot	or Vehicle Hist	orv			
() Yes () No		ested by any law enforces	ment agency or detained	for investigatory reasons,	
() Yes () No			de parking tickets or cita	tions for equipment	
() Yes () No	/		ase nolled, dismissed, ex	punged, or otherwise	
() Yes () No	·	ced on court probation as	s an adult?		
() Yes () No		en called to your home for			
() Yes () No			nent or workers' compens	sation, state or federal	
() Yes () No	Have you ever filed a fa	lse insurance or workers	' compensation claim?		
() Yes () No	Have you or your partne	er/spouse ever been refer	red to Child Protective S	ervices?	
() Yes () No	Have you ever been the	subject of a Protection C	Order as the protected per	son or the accused?	
() Yes () No		olved in a traffic acciden			
If	you answered "Yes" to an	y of the above questions	, give details on each inc	ident.	
Date	Location	City & State	Agency	Charge(s)	
Circumstances					
Circumstances					
Date	Location	City & State	Agency	Charge(s)	
Circumstances					
Date	Location	City & State	Agency	Charge(s)	
Circumstances					
Date	Location	City & State	Agency	Charge(s)	
Circumstances					

Undetected Acts – Part I

Within the past 10 years have you ever committed any of the following misdemeanors?

() Yes () No	Annoying / obscene phone calls
() Yes () No	Assault (use of force or violence upon another)
() Yes () No	Brandishing a weapon (any type of weapon)
() Yes () No	Carrying a concealed weapon without a permit
() Yes () No	Contributing to the delinquency of a minor
() Yes () No	Larceny values under \$500 (including not paying for food or a room at a hotel/motel)
() Yes () No	Driving under the influence of alcohol and or drugs
() Yes () No	Hit and run collisions
() Yes () No	Impersonating a peace officer
() Yes () No	Indecent exposure (including flashing or mooning)
() Yes () No	Possession of alcohol by a minor
() Yes () No	Possession of a falsified or altered identification or use of another person's identification
() Yes () No	Possession of stolen property
() Yes () No	Resisting arrest
() Yes () No	Trespassing
() Yes () No	Vandalism
() Yes () No	Filing a false police report
If you answe	ered "Yes" to any of the above questions, give details on each incident.

Undetected Acts – Part II

Within the past 10 years have you ever committed any of the following?

() Yes () No	Arson (intentionally destroying property by setting a fire)
() Yes () No	Assault with a deadly weapon
() Yes () No	Theft of a vehicle
() Yes () No	Burglary (entering a structure or vehicle to commit theft or other crime
() Yes () No	Child molestation
() Yes () No	Accessing and/or possessing child pornography
() Yes () No	Elderly abuse/neglect
() Yes () No	Embezzlement
() Yes () No	Felony drunk driving (involving injuries)
() Yes () No	Forcible rape or other act of unlawful intercourse
() Yes () No	Hate crime (crime against another because of their race, sex or religion)
() Yes () No	Murder, homicide or attempted murder
() Yes () No	Perjury
() Yes () No	Possession of bomb making material
() Yes () No	Robbery
() Yes () No	Stalking

Undetected Acts – Part II - Continued

If you answ	ered "Yes" to any of the above questions, give details on each incident.
,	100 10 way
Dwig Heaga	
Drug Usage	The state of the s
	n relate to the past recreational use of the following drugs including the unauthorized use of er the counter drugs: Amphetamines / Methamphetamines (uppers, speed, crank, etc.), Barbiturates
	rack Cocaine, Designers drugs (ecstasy, synthetic heroin), GHB (date rape drug), Glue, Hallucinogens
	oms), Hashish /Hashish Oil, Heroin/Opium, Marijuana, Synthetic Marijuana, Bath Salts, Steroids,
Mescaline, PCP, HGH	/,,,,,,
() Yes () No	Within the past twelve months, have you used any drug(s) listed above
() Yes () No	Have you ever used any of the drugs under limited circumstances (party, concert, etc)
() Yes () No	Have you ever sold any of the drug(s) listed above
() Yes () No	Have you ever purchased any of the drug(s) listed above for yourself or others
() Yes () No	Have you ever manufactured any of the drug(s) listed above
() Yes () No	Have you ever possessed any of the drugs listed above
General Topic	oc .
	o other issues that have not have been addressed specifically elsewhere on this form.
General topics related to	other issues that have not have been addressed specifically elsewhere on this form.
() Yes () No	Have you ever called in sick to your employer when in fact you were not?
() Yes () No () Yes () No	Have you ever been implicated in the sexual harassment of a superior, co-worker or subordinate Has your employer of yours ever been sued as a result of your conduct or duties
() ies () ino	Has your employer of yours ever been sued as a result of your conduct of duties
1,777	
If you answered "Yes"	to any of the above questions, give details on each incident.

Employment History

<u> </u>	TT	1 0 1	6 112			
() Yes () No		Have you ever been fired from a job?				
() Yes () No		Have you ever been asked to resign from a job?				
() Yes () No	Have you e	lave you ever stolen from your job?				
() Yes () No Have you received a written reprimand from your job?						
List all full time and par	t time emplo	yment you hav	e held in the past ten years; beginning	g with your c	urrent job and working	
			ove questions, explain in "Reason for			
			n the table below, with the reason.	8	3	
Employer	, , , , , , , , , , , , , , , , , , ,	Complete A			Telephone Number	
Zimpioyei		Complete			Telephone Tumber	
	1			1		
Date Started	Date Ended	l	Job Title	Duties		
Supervisor's Name	I	Reason for L	eaving	I		
Supervisor Sixumo		11045511 101 2				
Employer		Complete A	ddress		Telephone Number	
Date Started	Date Ended		Job Title	Duties		
Date Started	Date Endec	•	300 11110	Duties		
		1				
Supervisor's Name		Reason for L	eaving			
Emmlorran		Complete A	Admaga		Talanhana Numban	
Employer		Complete A	udress		Telephone Number	
Date Started	Date Ended	l	Job Title	Duties		
C		Danaa faa I	Description Leaving			
Supervisor's Name		Reason for Leaving				
Employer		Complete A	ddress		Telephone Number	
1 7		1			1	
Date Started	Date Ended	1	Job Title	Destina		
Date Started	Date Endec	l	Job Title	Duties		
Supervisor's Name		Reason for L	eaving			
E1		Camplata A	11		Talankana Manakan	
Employer		Complete A	udress		Telephone Number	
Date Started	Date Ended	l	Job Title	Duties		
Supervisor's Name		Daggan for I				
Supervisor's Name		Reason for L	eaving			
Employer		Complete A	ddress		Telephone Number	
1 3		1			1	
D . G 1	D . E 1 :		X 1 m: 1			
Date Started	Date Ended	1	Job Title	Duties		
Supervisor's Name	l .	Reason for L	eaving	l .		
Super room of the control of the con						
Employer		Complete A	ddress		Telephone Number	
Date Started	Date Ended	! 	Job Title	Duties	1	
Date Stated	Date Lindet	•		Danes		
		1				
Supervisor's Name		Reason for L	eaving			
		ı				

Personal References

			sonal references. Do not use anyone where, roommates, employment supervisor	
Name	Complete Home Addi	· ·	Home Telephone	
Occupation	Employer	Complete F	Business Address	
Years Known	In what capacity do yo	ou know the individua	al?	
Name	Complete Home Addi	ress	Home Telephone	Number
Occupation	Employer	Complete I	Business Address	
Years Known	In what capacity do yo	ou know the individua	al?	
Name	Complete Home Addi	ress	Home Telephone	Number
Occupation	Employer	Complete I	Business Address	
Years Known	In what capacity do yo	ou know the individua	al?	
Name	Complete Home Addi	omplete Home Address		Number
Occupation	Employer	Complete I	Business Address	
Years Known	In what capacity do yo	ou know the individua	al?	
Name	Complete Home Addi	ress	Home Telephone	Number
Occupation	Employer	Complete I	Business Address	
Years Known	In what capacity do yo	ou know the individua	al?	
Residential H				
Do you currently () r Do you currently live a If no, with whom do yo		our residence () live	with family members?	
	Family Member(s) being:			
() Other (If other, list Roommate's/Co-habita	tor's Name (Last, First, MI)	Tele	ephone Number	
Occupation	Work Telephone N		t Time to Contact	
Roommate's/Co-habita	tor's Name (Last, First, MI)	Tele	ephone Number	
Occupation	Work Telephone N	Number Best	t Time to Contact	

Residential History	Con	tinued				
Have you ever lived with anyone	e else? (In	nclude military and college	e roommates.)	() Yes	() No	
If yes, with whom do you reside						
() Previously Listed Family M						
Other (If other, list in the sp			T. 11 N	f1		
Roommate's/Co-habitator's Nan	ne (Last,	First, MI)	Telephone N	umber		
			75 (77)			
Occupation	Work Telephone Number		Best Time to	Contact		
Roommate's/Co-habitator's Nan	Roommate's/Co-habitator's Name (Last, First, MI)		Telephone N	umber		
Occupation	Work	Telephone Number	Best Time to	Best Time to Contact		
List all addresses where you have				with your currer	nt address and	d work
backwards. Include all military Complete Street Address (Ap		City & State			Dates	
Complete Street Address (Ap	π. #)	City & Stat	ie	From	Dates	To
				Tioni		10
					,	
Educational Histor						
Educational Histor		.11			1	. 1
List each college, technical scho where the school is located and t						
School	ine monti	City & Stat	•	Correspondence	Dates	710013.
5611661				From	2400	To
İ		1		1		

Educational History Continued

	completion from all schools you		nonors (e.g. Magna Cum
	able, please indicate such in the co	lumn marked "Remarks."	
Degree/Major	Date	School	Remarks

Credit & Financial History

0 - 0 - 0 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -				
Indebtedness involving you, your spo	ouse or ex-spouse(s): Include all loans, mortga	ges, credit cards, and	other monthly	
obligations (e.g. Alimony, Child Car	re, Judgments, etc.)			
To Whom Owed	Address	Balance	Monthly Payment	

() Yes () No	Have you ever had your wages garnished/attached?
() Yes () No	Have you ever been party to a small claims court action?
() Yes () No	Do you have any civil court actions pending?
() Yes () No	Have you ever had any judgments rendered against either of you?
() Yes () No	If employed by the Plainfield Police Department, do you anticipate any other sources of income
	besides your salary paid by the town?
() Yes () No	Have you ever been refused a life, health or automobile insurance policy?
() Yes () No	Have you ever had an insurance policy canceled?
() Yes () No	Have you ever had any property repossessed?
() Yes () No	Have you ever filed for bankruptcy?
() Yes () No	Have you ever been delinquent on any court ordered payments?
() Yes () No	Have you ever had any bills turned over for collections?
	Give details on all "Yes" responses on the Supplemental Information Pages.

Assets

Comple	Complete the following table for all assets, including checking & saving accounts, vehicles, properties				
Year	Make	Model	License Plate	Purchase Date	Title Holder

Assets Continued

Name & Address of Primary Bank		C	Checking or Saving	Balance
Other	assets		Other assets	Other assets
Gambling Hi	storv			
) Yes () No	Do you gamble?			
) Yes () No		ed a wager bet by	y telephone or made a hand to	hand transaction with a book
, ()				her legitimate gambling event?
) Yes () No	Have ever worked f			
) Yes () No	Do you have any ou		ing dept?	
) Yes () No	Have you ever born			
) Yes () No	Have you ever stole	n money to pay	of a gambling dept?	
) Yes () No	Have you ever stole			
) Yes () No "yes" list Details:	Do you now or have	e you ever had a	"gaming card" issued by a cas	sino?
#:1:4 T C.				
	rmation Date of Entry	7	Date of Exit	Highest Rank
filitary Branch		7	Date of Exit	Highest Rank Special Clearance
Military Branch Unit Assignment	Date of Entry Location	Have you eve	Date of Exit r been rejected from military s	Special Clearance
Military Info Military Branch Unit Assignment Inactive Reserve Comp	Date of Entry Location	Have you eve	r been rejected from military s	Special Clearance service?
ilitary Branch init Assignment active Reserve Compype of Discharge Law Enforce ist all police departm psychological and/or	Location pletion Date ment Hiring I ents/law enforcement a polygraph examinatio	Have you eve () Yes Have you eve () Yes History agencies to which n with that depar	r been rejected from military s () No r filed for conscientious objec () No n you have ever applied. Indictment.	Special Clearance service? tor status? ate by circling if you were give
ilitary Branch init Assignment nactive Reserve Comp ype of Discharge Law Enforce ist all police departm	Location pletion Date ment Hiring I ents/law enforcement a polygraph examinatio	Have you eve () Yes Have you eve () Yes History agencies to which	r been rejected from military s () No r filed for conscientious objec () No	Special Clearance service?
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nit Assignment active Reserve Compare of Discharge Law Enforce ist all police departm psychological and/or	Location pletion Date ment Hiring I ents/law enforcement a polygraph examinatio	Have you eve () Yes Have you eve () Yes History agencies to which n with that depar	r been rejected from military s () No r filed for conscientious objec () No n you have ever applied. Indictment.	Special Clearance Service? tor status? Status or Phase of Proces Psy Psy Psy Psy
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Init Assignment Thactive Reserve Compared to the Property of Discharge Law Enforce List all police departm psychological and/or	Location Pletion Date ment Hiring I ents/law enforcement a polygraph examinatio	Have you eve () Yes Have you eve () Yes History agencies to which n with that depar	r been rejected from military s () No r filed for conscientious objec () No n you have ever applied. Indictment.	Special Clearance Service? Status or Phase of Proces Psy Psy Psy Psy Psy Psy Psy Psy Psy P

FULL DISCLOSURE

Is there anything in your past or present, not specifically asked in the questionnaire, which if it became known, would embarrass you or the department so as to possibly cause you to compromise the discharge of your duties should you be hired as a police officer (i.e. family member convicted of a serious crime, relationship with persons of questionable character, excessive gambling, etc.)?

Note: The answer to this question in and of itself will not preclude you from being hired. It is merely asked to fully apprise the department of your background and prevent the possibility of compromising you in the future because of the department's full and complete knowledge of you.

If your answer is "Yes" to the above questions, give details	
FALSE, MISLEADING, OR OMITT	TED INFORMATION IS GROUNDS FOR
	ELECTION PROCESS OR TERMINATION
FROM SER	VICE IF HIRED.
I certify that I have answered all the questions in	this workbook completely and truthfully to the best of
	ification; the provision of misleading information or
	n or dismissal if discovered subsequent to employment.
	1 1 2
I declare that the answers in this background pack	ket are true and correct.
Date:	Signature:
	Print Name:
State of	County of
Subscribed and sworn to before me this da	y of 20
	Name:
	Notary Public
	My commission Expires:
	Commissioner of Superior Court

Supplemental Information Page				
	·			