



## DIOCESE OF COLUMBUS

\*\*\*REGISTERED APPOINTMENT MANDATORY\*\*\*

[HTTPS://REGISTER.FASTFINGERPRINTS.COM](https://register.fastfingerprints.com)

CHOSEN ACCESS CODE FROM BELOW:

### REQUESTED BACKGROUND CHECK

*Please CHECK which type of background check you are being fingerprinted for*

|                          | Type of Employee/Parishioner              | Type of Background Check | Access Code | Cost |
|--------------------------|-------------------------------------------|--------------------------|-------------|------|
| <input type="checkbox"/> | Volunteer - Resident of Ohio > 5 years    | BCI Only                 | IGHWKX      | \$37 |
| <input type="checkbox"/> | Volunteer - Resident of Ohio < 5 years    | BCI & FBI                | IGHWMZ      | \$72 |
| <input type="checkbox"/> | Parish Employee                           | BCI Only                 | IGHWKX      | \$37 |
| <input type="checkbox"/> | Licensed School Employee                  | BCI & FBI                | IGHWO1      | \$72 |
| <input type="checkbox"/> | Non-Licensed School Employee              | BCI & FBI                | IGHWLY      | \$72 |
| <input type="checkbox"/> | Licensed School Employee - 5 year renewal | FBI Only                 | IGHWN0      | \$42 |

### Applicant Information:

Name: \_\_\_\_\_

SS Number: \_\_\_\_\_ - \_\_\_\_\_

Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Daytime Phone Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

- WHAT SCHOOL/PARISH ARE YOU DOING THIS FOR? \_\_\_\_\_

### BCI only

Results will be POSTED to the below  
account on the **WEB RESULTS SYSTEM**:

Account Name: **Diocese of Columbus**

*(Results are posted to the NBCI web site and email  
notification is sent to the authorized recipient)*

### FBI or Both, BCI & FBI mail to:

Company Name: **Diocese of Columbus**

Contact: **Meredith Gaul**

Address: **197 E. Gay Street  
Columbus, OH 43215**

Email Receipt: **mgaul@columbuscatholic.org**

### RELEASE OF BACKGROUND CHECK RESULTS

I hereby certify that I have given National Background Check, Inc. permission to obtain all criminal history information pertaining to me in the files of the Ohio Bureau of Criminal Identification and Investigation (BCI&I), the Federal Bureau of Investigation (FBI) (if requested), and release that information to the company/agency/individual indicated above.

By placing my fingerprint images on the WEBCHECK Scanner, I am authorizing BCI&I to release criminal history information about me to National Background Check, Inc. and the company/agency/individual indicated above. I hereby release BCI&I and any and all individuals connected therewith from all liability in connection with the dissemination of such criminal history information.

I understand National Background Check, Inc. cannot guarantee that my fingerprint images will be deemed readable by BCI&I, in which case I may need to be re-fingerprinted. I understand this does not constitute a refund due to charges incurred by BCI&I immediately after the data is transmitted. National Background Check, Inc. will assist me with the process to complete this background check if I am rejected a second time.

I understand that using the WEBCHECK System returns a "no hit" (those containing no criminal history) result within (10) ten business days or sooner or a "mailed" result (those that contain a criminal arrest history) could take up to (30) thirty business days before being forwarded to the requested destination.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

FOR OFFICE USE ONLY

SITE: \_\_\_\_\_

Prints Taken By: \_\_\_\_\_

Date Processed: \_\_\_\_\_ Processed By: \_\_\_\_\_