INSTRUCTIONS TO THE APPLICANT

**READ THESE INSTRUCTIONS CAREFULLY BEFORE PROCEEDING**

These instructions are provided to assist you in properly completing your application. It is essential the information be accurate in all respects. The information will be used in a background investigation to assist in determining your suitability for the Police Officer position. Please keep in mind the following:

1. Avoid errors by reading the directions carefully before making any entries on the form. Be sure your information is correct and in proper sequence before you begin. All statements are subject to verification.

2. If a question is not applicable to you, enter N/A in the space provided.

3. You are responsible for obtaining correct addresses and telephone numbers. If you are not sure of an address or phone number, please check it by personal verification. Also, you must keep our department informed if your address or telephone number changes during the employment process.

4. If there is insufficient space on the form for you to include all the information required, attach extra sheets. Be sure to reference the section and question number before continuing with your answer.

5. Account for all time periods in your background.

6. If you are uncertain how to answer a particular question, please contact our department

 for further clarification.

7. If you don’t have some of the requested information, please indicate that on the

 application and the background investigator will discuss it with you.

Any negative factors in your past will be evaluated in terms of frequency, how recently it occurred, relevancy, circumstances surrounding its occurrence, and significance to the position for which you are applying. For example; being fired from a job, having an arrest, or poor traffic record may not be, in and of itself, grounds for disqualification. Attach any documentation that would assist in explaining any past unusual situations or problems. Some examples would be credit repossessions, civil suits, criminal convictions, etc.

DELIBERATE INACCURACIES, NO MATTER HOW INSIGNIFICANT AND REGARDLESS OF THE REASON FOR THE INACCURACY, WILL CAUSE YOUR NAME TO BE REMOVED FROM THE LIST. DECEPTION AT ANY STAGE OF THE BACKGROUND INVESTIGATION PROCESS WILL BE GROUNDS FOR DISQUALIFICATION.

Please include copies of the following documents with your application:

* Birth Certificate
* High school diploma, G.E.D., and college diploma (if applicable)
* Military discharge certificate. (DD 214)
* Military judicial or non-judicial actions.
* Social Security Card.
* Driver’s License
* Marriage License
* Divorce Decree
* Law Enforcement Certifications

**Your Application and the Waiver and Authorization to Release Information must be notarized.**

Do not sign the document until you are in front of the Notary.

Please return the Application, Waiver and Authorization to Release Information, and required documents to:

Chehalis Police Department

Background Investigations

350 N Market Blvd, Rm 201

Chehalis WA 98532

Or, if completed electronically, please email to: chehalispd@ci.chehalis.wa.us.

We look forward to receiving your completed packet. If you have any questions regarding this application, please contact us. Thank you for your interest in our agency.

**WAIVER AND AUTHORIZATION TO RELEASE INFORMATION**

THIS DOCUMENT AFFECTS YOUR LEGAL RIGHTS.

READ CAREFULLY BEFORE SIGNING.

To Whom It May Concern:

I, the undersigned, authorize inspection, copying and full disclosure of all records concerning myself to any duly authorized agent of the Chehalis Police Department regardless of whether the records are public, private or confidential.

The intent of this authorization is to give my consent for full and complete disclosure of the records of educational institutions; financial or credit institutions; employment and pre-employment records, including background investigation reports, medical records, psychological testing and analysis plus recommendation, polygraph examination and results, efficiency ratings, work record, my reputation, complaints or grievances filed by or against me, either criminal or civil, in which I presently have or have had any interest; all attendance records, any internal investigations and discipline, including any files which are deemed to be confidential and/or sealed; military service records, and such other information and records you may have in your possession relating to me.

I understand all information obtained by a personal history background investigation, developed directly or indirectly, in whole or in part, upon this release, will be considered in determining my suitability for employment by the Chehalis Police Department. I hereby release and agree to indemnify you, your organization and all others any liability or damages that may result from furnishing the information requested, including any liability or damage pursuant to any state or federal laws. I hereby release the officers, employees or related personnel, both individually and collectively, from any and all liability for damages of whatever kind, which may at any time result to me, my heirs, family or associates because of compliance with this release and request to release information, or any attempt to comply with it. I direct you to release such information upon request of a duly accredited representative of the Chehalis Police Department regardless of any agreement I may have made with you previously to the contrary.

I further agree to waive any right of access or review whatsoever to the background investigation developed through this release.

For, and in consideration of, the Chehalis Police Department acceptance and processing of my application for employment, I agree to hold the Chehalis Police Department, its agents and employees harmless and indemnify them from any and all claims and liability associated with my application for employment or in any way connected with the decision whether to employ me with the Chehalis Police Department.

A photocopy or fax copy of this release form will be valid as an original thereof, even though said copy does not contain an original writing of my signature.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant’s Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant’s Name (Printed) Date

State of Washington, County of Lewis

 **SUBSCRIBED AND SWORN** to before me this \_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **NOTARY PUBLIC** in and for the State of Washington

 Residing at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 My commission expires on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CITY OF CHEHALIS

APPLICATION FOR EMPLOYMENT

The City of Chehalis is an equal opportunity employer and does not unlawfully discriminate on the basis of race, sex, age, color, sexual orientation, religion, national origin, marital status, genetic information, veteran’s status, disability, or any other basis prohibited by federal, state, or local law. False statements on this application form shall be considered sufficient cause for non-employment or termination.

**Please read carefully and complete all applicable areas. Use additional pages if needed.**

**Please do not submit a photograph of yourself.**

|  |
| --- |
| **SECTION 1: PERSONAL** |
| 1. 1. YOUR FULL NAME

 LAST |  FIRST | MIDDLE |
| 2.. OTHER NAMES, INCLUDING NICKNAMES, YOU HAVE USED OR BEEN KNOWN BY |
|  3. ADDRESS WHERE YOU RESIDE APT / UNIT |
|  CITY STATE ZIP |
| 4. MAILING ADDRESS, IF DIFFERENT FROM ABOVE |
|  5. CONTACT PHONE NUMBERS  ( ) () OTHER( ) CELL FAX  |
| 6. EMAIL ADDRESS |
|  7. WHAT IS YOUR PREFERRED METHOD OF CONTACT (EMAIL, TEXT, PHONE)? |
|  8. Are you a citizen of the United States of America or a lawful permanent resident? ..................................................................... Yes No |
| 9. BIRTH PLACE (CITY / COUNTY / STATE / COUNTRY) | 10. BIRTHDATE | 11. SOCIAL SECURITY NUMBER– – |
| 12. POSITION APPLYING FOR | 13. DATE AVAILABLE | 14. TODAY’S DATE |

|  |
| --- |
| **SECTION 2: WORK EXPERIENCE**  |
| 15. JOB EXPERIENCE* + List **ALL** jobs you have had within the past 10 years, including part-time, temporary, self-employment, and volunteer. (Begin with your most current. If more space is needed continue your response on page 27.)
	+ If you have military experience, including reserve duty, enter your military base, assignments, or unit of assignment.
	+ List **ALL** periods of unemployment in excess of 30 days.
 |
|  |
| 1. NAME OF **CURRENT** EMPLOYER OR MILITARY UNIT
 | FROM  | TO  |
|  | ADDRESS (NUMBER / STREET OR BASE)  | SUPERVISOR  |
| CITY  | STATE  | ZIP  | CONTACT NUMBER( )  | EXT |
| JOB TITLE | EMAIL |
| DUTIES / ASSIGNMENTS |  F-T P-T Temp  Self-employed Volunteer |
| NAMES OF CO-WORKERS1) | 2) | REASON FOR WANTING TO LEAVE |
| Would there be a problem if we contact your current employer? Yes No | IF YES, EXPLAIN: |
|  |
| B) PERIOD OF UNEMPLOYMENT Student Between jobs Leave of absence Travel Check applicable: Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | FROM | TO |
|  |
| c) NAME OF EMPLOYER OR MILITARY UNIT | FROM | TO |
|  | ADDRESS (NUMBER / STREET OR BASE)  | SUPERVISOR  |
| CITY  | STATE | ZIP  | CONTACT NUMBER( )  | EXT |
| JOB TITLE  | EMAIL  |
| DUTIES / ASSIGNMENTS  |  F-T P-T Temp Self-employed Volunteer |
| NAMES OF CO-WORKERS1) | 2) | REASON FOR LEAVING  |
|  |
| D) PERIOD OF UNEMPLOYMENT Student Between jobs Leave of absence Travel Check applicable: Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | FROM | TO |

|  |
| --- |
| **SECTION 2: WORK EXPERIENCE** *continued* |
|  |

|  |  |  |
| --- | --- | --- |
|  E) )NAME OF EMPLOYER OR MILITARY UNIT | FROM  | TO  |
|  | ADDRESS (NUMBER / STREET OR BASE)  | SUPERVISOR  |
| CITY  | STATE  | ZIP  | CONTACT NUMBER( )  | EXT |
| JOB TITLE | EMAIL |
| DUTIES / ASSIGNMENTS |  F-T P-T Temp  Self-employed Volunteer |
| NAMES OF CO-WORKERS1) | 2) | REASON FOR WANTING TO LEAVE |
|  |
| F) PERIOD OF UNEMPLOYMENT Student Between jobs Leave of absence Travel Check applicable: Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | FROM | TO |
|  |
| G) NAME OF EMPLOYER OR MILITARY UNIT | FROM | TO |
|  | ADDRESS (NUMBER / STREET OR BASE)  | SUPERVISOR  |
| CITY  | STATE | ZIP  | CONTACT NUMBER( )  | EXT |
| JOB TITLE  | EMAIL  |
| DUTIES / ASSIGNMENTS  |  F-T P-T Temp Self-employed Volunteer |
| NAMES OF CO-WORKERS1) | 2) | REASON FOR LEAVING  |
|  |
| 16. Have you ever been disciplined at work? (This includes written warnings, formal letters of counseling, reprimands,suspensions, reductions in pay, reassignments, or demotions) ............................................................................................... Yes No |
| 17. Have you ever been fired, released from probation, or asked to resign from any place of employment? ......................... Yes No |
| 18. Have you ever quit without giving proper notice? ……………………………………………………………………………………… |
| 19. Have you ever resigned in lieu of termination? …………………………………………………………………………………………. |
| 20. Did you ever receive an unsatisfactory performance review? …………………………………………………………………………. |
| 21. Have you ever sold, released, or given away legally confidential information? ……………………………………………………… |
| 22. Has any organization you worked for been named as a defendant in a civil action as a result of your work performance?.......... Yes No |
| **SECTION 2: WORK EXPERIENCE** *continued* |
|  |
| 23. Do you have any beliefs which would prevent you from fully performing the duties of police officer, such as working weekend, evening, or night  shifts or working on holidays?......................................................................................................................................................... Yes No |
| 24. If it becomes necessary to take a human life in the course of your duties as a peace officer, would you have any beliefs that would prevent you  from doing so? ………………......................................................................................................................................................... Yes No |
| If you answered yes to any of **Questions 16–24**, please explain (include when, where and circumstances; indicate corresponding number): |
|  |
| **SECTION 3: EDUCATION** |
|  |
| **NOTE: You will be asked to furnish transcripts or other supporting documentation.**  |
|  25. Check applicable: High School Diploma from an accredited U.S. institution GED NONE  |
|  |
|  26. List high schools attended: |
| 1. NAME AND LOCATION

  | FROM |  TO | DID YOU GRADUATE? Yes No |
| 1. NAME AND LOCATION

  | FROM |  TO | DID YOU GRADUATE? Yes No |
|  |

|  |
| --- |
| 27. List all colleges, universities and trade schools attended: |
| A) NAME AND LOCATION | FROM | TO |  MAJOR / AREA  OF STUDY  | DEGREE EARNED /YEAR AWARDED |
| B) NAME AND LOCATION | FROM | TO | MAJOR / AREA  OF STUDY | DEGREE EARNED /YEAR AWARDED |
| C) NAME AND LOCATION | FROM | TO | MAJOR / AREA  OF STUDY | DEGREE EARNED /YEAR AWARDED |
|  |
| 28. Have you ever attended a Basic Law EnforcementAcademy?.............................................................................................................................. Yes No If yes, provide the following information: |
| A) ACADEMY NAME AND LOCATION | FROM | TO | DID YOU GRADUATE? Yes No |
| B) ACADEMY NAME AND LOCATION | FROM | TO | DID YOU GRADUATE? Yes No |

|  |
| --- |
| **SECTION 3: EDUCATION** *continued* |
|  |
| 29. Have you ever been placed on academic discipline, suspended, or expelled from any high school, college/university, business or trade  school? Yes No |
| If yes, describe in detail. Include school, date, circumstances and disciplinary actions received. |
|  |
| **SECTION 4: OTHER AGENCIES** |
|  |
| 30. Have you ever applied to any other law enforcement agency? ................................................................................................... Yes No |
| A) NAME OF AGENCY | DATE APPLIED |
|  | ADDRESS (NUMBER / STREET) | BACKGROUND INVESTIGATOR’S NAME (IF KNOWN) |
| CITY | STATE | ZIP | CONTACT NUMBER( ) | EXT |
| POSITION APPLIED FOR | EMAIL |
| Check each step in the process that you completed and your status: |
| STEPS Application Written Physical Agility Oral Polygraph Psychological Background  Chief’s Oral Conditional OfferSTATUS: Hired On List Withdrawn Disqualified |
| B) NAME OF AGENCY | DATE APPLIED |
|  | ADDRESS (NUMBER / STREET) | BACKGROUND INVESTIGATOR’S NAME (IF KNOWN) |
| CITY | STATE | ZIP | CONTACT NUMBER( ) | EXT | CITY |
| POSITION APPLIED FOR | EMAIL |
| Check each step in the process that you completed and your status: |
| STEPS Application Written Physical Agility Oral Polygraph Psychological Background  Chief’s Oral Conditional OfferSTATUS: Hired On List Withdrawn Disqualified |

|  |
| --- |
| **SECTION 5: MILITARY EXPERIENCE** |
|  |
| 31. Are you required to register for the Selective Service? ........................................................................................................ Yes No If yes, have you registered? ................................................................................................................................................ Yes No If no, explain: |
| 32. Have you ever served in the Armed Forces, National Guard or Military Reserves?.............................................................. Yes No Branch of Service: Dates of Service: From: To: |
|  TYPE OF DISCHARGE: Entry Level Honorable General OTH (Other than Honorable) Bad Conduct Dishonorable Re-entry Code (1–4) if applicable *– refer to your DD-214:* |
| 33. Are you currently participating in one of the following? Military Reserve National Guard If checked, date obligation ends: |
| 34. Have you ever been the subject of any judicial or non-judicial disciplinary action (such as court martial, captain’s mast, Office hours, company punishment)?................................................................................................................................ Yes No If yes, explain: |
|  |
| 35. Please list those individuals (past commanding officers, military acquaintances) who know you well enough to provide accurate information  about you. |
| NAME | RANK | ADDRESS | CONTACT # |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |
| **SECTION 6: FINANCIAL** |
|  |
| 36. Have you ever filed for or declared bankruptcy (Chapter 7, 11 or 13) or filed for the Wage Earners’ Plan?.............................. Yes No |
| 37. Have any of your bills ever been turned over to a collection agency?....................................................................................... Yes No |
| 38. Have you ever had purchased goods repossessed? ................................................................................................................ Yes No |
| 39. Have your wages ever been garnished? .................................................................................................................................. Yes No |

|  |
| --- |
| **SECTION 7: FINANCIAL** *continued* |
|  |
| 40. Have you ever been delinquent on income or other tax payments? ......................................................................................... Yes No |
| If you answered yes to any of **Questions 36-40**, explain (include when, where and why; indicate corresponding number): |
|  |
| **SECTION 8: LEGAL** |
| **Disclosure of Arrests and Convictions**As an applicant for a **SWORN LAW ENFORCEMENT PERSONNEL** position, you are required to disclose ***any*** criminal conviction(s) which has not been sealed or expunged by a court pursuant to law. Consult with an attorney before failing to disclose a criminal conviction, as deliberate or significant omissions will result in disqualification. |
|  |
| 41. Either as an adult or a juvenile, have you EVER been detained for investigation, held on suspicion, questioned, fingerprinted, arrested, indicted,  criminally charged, or convicted of any misdemeanor or felony offense in any state? ………………………………………… Yes No |
| If yes, explain each incident |
| A) APPROXIMATE DATE | ARRESTING OR DETAINING AGENCY |
|  | REASON (i.e. detained for, charged with) | DISPOSITION OR PENALTY |
| B) APPROXIMATE DATE | ARRESTING OR DETAINING AGENCY |
|  | REASON (i.e. detained for, charged with) | DISPOSITION OR PENALTY |
| C) APPROXIMATE DATE | ARRESTING OR DETAINING AGENCY |
|  | REASON (i.e. detained for, charged with) | DISPOSITION OR PENALTY |
|  |
| 42. Have you ever been placed on court probation as an adult? …………………………………………………………………………… Yes No |
| 43. Were you ever required to appear before a juvenile court for an act which would have been a crime if committed as an adult? Yes No |
| 44. Are you now, or have you ever been a party (plaintiff or defendant) in a civil court action? ……………………………………… Yes No(e.g. small claims actions, dissolutions, child custody, paternity, support, etc.) |
| If you answered yes to any of **Questions 42 – 44**, please explain (include court case or document, dates, and circumstances; indicate corresponding number): |
| **SECTION 9: MOTOR VEHICLE OPERATION** |
|  |
| 45. CURRENT DRIVER’S LICENSE NUMBER  | STATE OF ISSUE | EXPIRATION DATE | NAME UNDER WHICH LICENSE WAS GRANTED |
|  |
| 46. LIST OTHER STATES WHERE YOU HAVE BEEN LICENSED TO OPERATE A MOTOR VEHICLE: |
| State of Issue | Type of License | Full name and date of birth under which license was granted and license number, if known. |
|  |  |  |
|  |  |  |
|  |  |  |
|  |
| 47. Have you ever been refused a driver’s license by any state?................................................................................................... Yes No If yes, explain (include when, where, and circumstances): |
| 48. Has your driver’s license ever been suspended or revoked?.................................................................................................. Yes No If yes, explain (include when, where, and circumstances): |
|  |
| 49. List all traffic citations, excluding parking citations, you have received within the past five years: |
| 1. NATURE OF VIOLATION
 | LOCATION (STREET) CITY STATE |
|  | DATE VIOLATION OCCURREDMONTH YEAR | ACTION TAKEN Not Guilty Fined Traffic School Dismissed |
| 1. NATURE OF VIOLATION
 | LOCATION (STREET) CITY STATE |
|  | DATE VIOLATION OCCURREDMONTH YEAR | ACTION TAKEN Not Guilty Fined Traffic School Dismissed |
| 1. NATURE OF VIOLATION
 | LOCATION (STREET) CITY STATE |
|  | DATE VIOLATION OCCURREDMONTH YEAR | ACTION TAKEN Not Guilty Fined Traffic School Dismissed |
|  |
| 50. Have you been involved as the driver in a motor vehicle accident within the past seven years?.......................................... Yes No |
| A) DATE | LOCATON (NUMBER / STREET/ APT) CITY STATE ZIP |
|   |  POLICE REPORT YES NO | LAW ENFORCEMENT AGENCY |  INJURY NON-INJURY |
| B) DATE | LOCATON (NUMBER / STREET/ APT) CITY STATE ZIP |
|  |  POLICE REPORT YES NO | LAW ENFORCEMENT AGENCY |  INJURY NON-INJURY |
| **SECTION 10: SUBSTANCE ABUSE** *continued* |
|  |
| **Questions 50 - 51** ask about your current and past recreational drug use. This covers the use of ***any*** drug, including the unauthorized use of prescription drugs or over-the-counter drugs. Your answers should include, ***but not be limited to***, your use of any of the following drugs: |
| * Amphetamines / Methamphetamines

*(Uppers, Speed, Crank, etc.)** Barbiturates (*Downers)*
* Cocaine / Crack Cocaine
* Designer Drugs

*(Ecstasy, Synthetic Heroin, etc.)** GHB *(Date Rape Drug)Heroin, etc.)*
 | * Chemical Inhalants
* Hallucinogens

*(Peyote, LSD, Mushrooms)** Hashish / Hashish Oil
* Heroin / Opium
* Marijuana
* LSD
* Pain killers
 | * Mescaline
* Morphine
* PCP / Angel Dust
* Quaaludes
* Steroids
* Tetrahydrocannabinol (THC)
 |
| 50.  I have ***never*** tried or used any drug. I have tried or used one or more drugs. If checked, give details including drug(s) used, most recent date used, and  circumstances. |
|  |
| 51. Have you ***ever*** engaged in any of the activities listed below for drugs, narcotics, or illegal substances, including marijuana? |
|  Sold Manufactured |  Purchased Furnished |  Cultivated Carried or held for another |
| If you checked any items above, give details including drug(s) involved, over what time period(s), and circumstances. |
|  |
| **SECTION 11: GENERAL INFORMATION** |
|  |
| 52. Have you ever been denied a concealed pistol license? ………………………………………................................................. Yes No |
| 53. Are you now, or have you ever been, a member or associate of a criminal enterprise, street gang, or any other group that advocates violence  against individuals because of their race, religion, political affiliation, ethnic origin, nationality, gender, sexual preference, or  disability?................................................................................................................................................................................. Yes No |
| 54. Do you have, or have you ever had, a tattoo signifying membership in, or affiliation with, a criminal enterprise, street gang, or any other group  that advocates violence against individuals because of their race, religion, political affiliation, ethnic origin, nationality, gender, sexual preference,  or disability? ......................................................................................................................................................................... Yes No |
| 55. Since the age of 16, have you ever been involved in an anger-provoked physical fight, confrontation or other violent act? Yes No |
| 56. Have you ever hit or physically overpowered a spouse or romantic partner? ............................................................................. Yes No |
|  **SECTION 11: GENERAL INFORMATION** *continued* |
|  |
| If you answered yes to any of Questions 52 – 56, please give details including dates and circumstances; indicate corresponding number. |
|  |
|  |
| **SECTION 12: RESIDENCE** |
|  |
| 57. LIST OF RESIDENCES* List all residences during the last ten years or since age 15 beginning with your current residence. Provide complete addresses (include markers such as Street, Drive, Road, East, West, etc, and unit or apartment number). Do not use PO Boxes.
* If the residence is a military base, identify name of base in address, nearest city, state and zip code.
 |
| ADDRESS | CITY, STATE, ZIP CODE |  DATESFROM TOMO / YR MO / YR | IF RENTED, NAME AND ADDRESS OF PERSON RESPONSIBLE FOR COLLECTION OF RENT |
|  |  |   |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **SECTION 12: RESIDENCE** *continued* |
|  |
| 58. Have you ever been evicted or asked to leave a residence? ......................................................................................................... □ Yes □ No |
| 59. Have you ever left a residence owing rent? .................................................................................................................................. □ Yes □ No |
| If you answered Yes to Questions 58 and/or 59, explain (include when, where and circumstances): |
|  |
| **SECTION 13: RELATIVES** |
|  |
| 60. Persons who know you will be asked to comment on your suitability for the position of Police Officer. Please list immediate family members to include mother, father,  stepmother, stepfather, in-laws, spouse (current and former), children, brothers and sisters. |
| NAME | ADDRESS WHERE PERSON CAN BE CONTACTEDINCLUDE CITY, STATE AND ZIP CODE | CONTACT PHONE NUMBERS | RELATIONSHIP |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **SECTION 14: REFERENCES** |
|  |
| 61. Please list individuals with whom you have resided in the last ten (10) years. |
| A) NAME | ADDRESS (NUMBER / STREET / APT) CITY STATE ZIP |
|  | RELATIONSHIP | CONTACT NUMBERS |
| HOW LONG HAVE YOU KNOWN THIS PERSON? | EMAIL |
| B) NAME | ADDRESS (NUMBER / STREET / APT) CITY STATE ZIP |
|  | RELATIONSHIP | CONTACT NUMBERS |
| HOW LONG HAVE YOU KNOWN THIS PERSON? | EMAIL |
| C) NAME | ADDRESS (NUMBER / STREET / APT) CITY STATE ZIP |
|  | RELATIONSHIP | CONTACT NUMBERS |
| HOW LONG HAVE YOU KNOWN THIS PERSON? | EMAIL |
| D) NAME | ADDRESS (NUMBER / STREET / APT) CITY STATE ZIP |
|  | RELATIONSHIP | CONTACT NUMBERS |
| HOW LONG HAVE YOU KNOWN THIS PERSON? | EMAIL |
|  |
| 62. Please list 3-5 individuals who have knowledge of you and your qualifications. Exclude relatives and former employers.  |
| A) NAME | ADDRESS (NUMBER / STREET / APT) CITY STATE ZIP |
|  | RELATIONSHIP | CONTACT NUMBERS |
| HOW LONG HAVE YOU KNOWN THIS PERSON? | EMAIL |
| B) NAME | ADDRESS (NUMBER / STREET / APT) CITY STATE ZIP |
|  | RELATIONSHIP | CONTACT NUMBERS |
| HOW LONG HAVE YOU KNOWN THIS PERSON? | EMAIL |
| C) NAME | ADDRESS (NUMBER / STREET / APT) CITY STATE ZIP |
|  | RELATIONSHIP | CONTACT NUMBERS |
| HOW LONG HAVE YOU KNOWN THIS PERSON? | EMAIL |
| **SECTION 14: REFERENCES** *continued* |
|  |
| D) NAME | ADDRESS (NUMBER / STREET / APT) CITY STATE ZIP |
|  | RELATIONSHIP | CONTACT NUMBERS |
| HOW LONG HAVE YOU KNOWN THIS PERSON? | EMAIL |
| E) NAME | ADDRESS (NUMBER / STREET / APT) CITY STATE ZIP |
|  | RELATIONSHIP | CONTACT NUMBERS |
| HOW LONG HAVE YOU KNOWN THIS PERSON? | EMAIL |

|  |
| --- |
| 63. In the space provided below, **in your own handwriting**, state your reasons for applying for this position.  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
| 64. Do you have anything further to add to your background or information regarding your potential employment? |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

|  |
| --- |
| **SECTION 12: CERTIFICATION** |
| 65. I hereby certify i have personally completed and initialed each page of this form and any supplemental page(s) attached, and all statements  made are true and complete to the best of my knowledge and belief. I understand any misstatement of material fact may subject me to  disqualification, or, if i have been appointed, may disqualify me from continued employment. |
| SIGNATURE IN FULL | DATE |

 Subscribed and Sworn to before me on this \_\_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Notary Public in and for the State of Washington

 Residing at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 My commission expires on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| ADDITIONAL SPACE: |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |