



**STATE OF TENNESSEE
DEPARTMENT OF HUMAN SERVICES**

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BILL LEE
GOVERNOR

CLARENCE H. CARTER
COMMISSIONER

An authorized agency, will obtain a criminal history record report maintained in the files of the Louisiana Bureau of Criminal Identification and Information within the Department of Public Safety and Corrections pursuant to LA R.S. 40:1203.2. Reported information will be in compliance with subsection D(1) which states "The office or authorized agency shall provide to the employer only such information as is necessary to specify whether or not that person has been arrested for or convicted of or pled nolo contendere to any crime or crimes, the crime or crimes for which he has been arrested or convicted or to which he has pled nolo contendere, and the date or dates on which the crime or crimes occurred".

If any criminal history is found to exist, then it is my understanding that I have the right in accordance with LA R.S. 15:588 to conduct a right of review directly with Louisiana Bureau of Criminal Identification and Information within the Department of Public Safety and Corrections, Office of the State Police to challenge the accuracy and contents of my personal criminal history information record and to seek correction.

Print Name

Signature

Date