

SECOND JUDICIAL CIRCUIT VENDOR BACKGROUND CHECK AUTHORIZATION

Last Name	
First Name, MI	
Social Security Number	
Driver's License Number	
Home Address	
County of Residence	
Business Address	
Home/Business Phone Number	

- Are any of your family members employed by the Second Judicial Circuit? **Yes** **No**
If yes, please list their name(s) and how you are related. _____
- Are you or any of your family members now involved as a party, a witness, or through any other connection with any suit or litigation before any of the Courts of the Second Judicial Circuit? **Yes** **No**
If yes, explain that involvement. _____
- Have you ever been involved as the respondent in any injunction involving personal protection including domestic violence, dating violence, repeat violence, and/or sexual violence in any jurisdiction? **Yes** **No**
If yes, explain. _____
- Have you ever been named as a parent or guardian of a child in a dependency action in any jurisdiction?
Yes **No** If yes, explain. _____
- Have you **EVER – at any time**, in any jurisdiction been convicted of a crime, had adjudication of a crime withheld, pled nolo contendere (no contest) to a crime, or are you now under charges for any offense against the law? (You may omit parking violations and civil traffic infractions) **Yes** **No**
If yes, explain. _____

(Answering yes to any of the above questions will not necessarily disqualify you from being a vendor. The failure to disclose a required event is generally a disqualifying event in itself. Each case is considered individually. If you are unsure of how to answer any of the above, please explain. You may use additional space on the reverse side of this authorization form to complete your explanations.)

The following information is required and will be used solely for the purpose of conducting a criminal background check:

Gender: **Male** **Female** **Date of Birth:** _____

Race:

- White (not of Hispanic origin)** – includes Whites, Anglo-Saxons, Europeans and persons from Indo-European descent including Pakistani and East Indian.
- Black (not of Hispanic origin)** – includes persons of African descent as well as persons identified as Jamaican, Trinidadian, and West Indian.
- Hispanic (regardless of race)** – includes Mexican American, Chicanos, Latinos and all persons from Puerto Rico, Cuba, Latin-America or of Spanish descent.
- Asian or Pacific Islander** – includes Asian-Americans or persons of Japanese, Chinese, Korean or Filipino descent.
- American Indian or Alaskan Native** – includes persons who identify themselves, or are known as such, by virtue of tribal association.
- Other (Specify)** – _____

CERTIFICATION: *I certify that the answers given herein are true and complete. I understand that giving false or misleading information, or the omission of information requested in this authorization, will be grounds for refusal of vendor consideration. I understand that if offered a vendor agreement, I will be required to abide by all the rules and regulations of the Administrative Office of the Courts. I agree that if I am arrested, charged with any criminal offense, or named in any suit in any jurisdiction, or if a personal or familial involvement arises in the outcome of any litigation before any Court of the Second Judicial Circuit during my agreement as a vendor, I will immediately notify the Trial Court Administrator of the Second Judicial Circuit. I grant permission to the Second Judicial Circuit to conduct a background check on me as necessary to consider my application to provide services to the Court.*

Signature of Vendor

Date