SIGNED STATEMENT

**PLEASE PROVIDE THE FOLLOWING INFORMATION *(A separate statement is needed for each arrest)***

|  |  |  |  |
| --- | --- | --- | --- |
| Arrest Date: |  | | |
| What was the original charge? |  | | Felony  Misd |
| What was the amended charge? |  | | Felony  Misd |
| What was the final charge? |  | | Felony  Misd |
| Jail time served *(include time from arrest):* |  | | |
| Amount of Fines Paid: |  | | |
| Program entry/Pre Trial Diversion? | Yes  No | Date entered: | |
| Disposition: | Convicted  Dismissed  Never officially charged (provide letter from DA)  Not prosecuted  Other: | | |
| Was the matter disclosed to firm? | Yes? Who you reported to:  No? Reasons it was not disclosed: | | |
| Provide a detailed description of the events that led to the arrest: | | | |

**In addition, unless you are advised otherwise, you will be required to provide official documentation regarding the disclosed matter.** You will be required to provide official court-stamped or court-signed documents. The documents should include charging documents, any amended charges, final disposition, sentencing information and any relevant documents.

Please contact the Arresting Agency, Court, and District Attorney. ***If the matter is over 10 years*** and documents are not available obtain a letter or document from the agencies stating they are not available. Please contact all three agencies and provide the name, title, and phone number with whom you spoke at each agency.

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SIGNATURE PRINT NAME DATE