



**PACIFIC ASSOCIATION USATF
CRIMINAL BACKGROUND SCREENING PROGRAM**

Enclosed with this letter you will find a Request for Live Scan Service application. for you and the coaches listed on your club form who are current USATF members. You will need to take this form with you along with photo proof of ID, to have a Live Scan done at your local police department or agency.

The list of agencies and police, departments that perform live scans can be found on the Department of Justice website at this address:

<http://ag.ca.gov/fingerprints/publications/contact.php>

On this list find your county and look for the nearest Live Scan operator. Please note that each operator may have different hours of operation and in some cases may require an appointment. Also be sure that the scan operator has updated their system which is to be done on a weekly basis. If their system is not updated they may not have our ORI number in their system and you cannot get scanned at this location.

You will need to pay the FBI fee (\$18) and scan fee (\$10-20) but not the DOJ fee (\$32) which is being waived due to our not-for-profit status. Send your receipt to my office and we will reimburse you for these fees.

If you add other coaches/parent/volunteers during the year, they will need to be scanned also. Please send me their names and current USATF numbers and I will send them the scan forms.

Once you are scanned you will not need to do this again. The DOJ will continue to track all persons until you decide to retire from coaching.

Thank you for your cooperation with this most valuable program.

Sincerely,

A handwritten signature in black ink, appearing to read "John Mansoor".

John Mansoor, Executive Director

REQUEST FOR LIVE SCAN SERVICE
Applicant Submission

ORI: A9319

Type of Application: Volunteer

Job Title or Type of License, Certification or Permit: Coach

Agency Address Set Contributing Agency:

Pacific Association
Agency authorized to receive criminal history information
120 Ponderosa Ct.
Street No. Street or PO Box
Folsom CA, 95630
City State/Zip Code

11036
Mail Code (five digit code assigned by DOJ)
John Mansoor
Contact Name (mandatory for all school submissions)
(916)983-4715
Contact Telephone Number

Name of Applicant: _____

Alias: _____

Driver's License No. _____

Date of Birth: _____ Sex: Male _____ Female _____

Misc. No. BIL - 147771
Agency Billing Number

Height: _____ Weight: _____

Misc. No. _____

Eye Color: _____ Hair Color: _____

Home Address: _____

Place of Birth: _____

City, State and Zip code

SOC: _____

Your Number: _____
OCA (Agency Identifying Number)

Level of Service: DOJ FBI

If resubmission, list original ATI No. _____

Employer: (Additional response for agencies specified by statute)

Employer Name _____

Street No. Street or PO Box _____

11036
Mail Code (five digit code assigned by DOJ)

City _____ State/Zip Code _____

Agency Telephone Number (optional)

Live scan Transaction Completed By: _____ Name of Operator _____ Date: _____

Transmitting Agency _____

ATI No. _____

Amt. Collected/Billed