



San Luis Police Department

Records Section

1030 E Union Street • PO Box 3720 • San Luis, Arizona 85349
 928-341-2460 • Fax: 928-627-5446

Local Records Check/Clearance Letter

Please **PRINT** or **TYPE** your request.

The San Luis Police Department will conduct a criminal history check for individuals. The Records Check will provide a local search of San Luis Police Department files – ONLY. A search of records from other jurisdictions is not conducted and you must contact each agency separately. For a national record check you must contact the Arizona Department of Public Safety at 602-223-2000.

You must provide the following information along with picture identification and allow 24 hours for the request to be processed. There is no charge for the general record check letter.

Date & Time Requested (Fecha):	
Complete Name (Nombre Completo):	
Maiden Name/AKA's (Nombre Soltera u Otro Apellido que halla usado):	
Date of Birth (Fecha de Nacimiento):	SSN(# Seguro Social):
Current Address (Dirección):	Phone # (# Telefono):
Mailing Address (P.O. #):	Alt. phone #:
Purpose of Request (Motivo de la Solicitud):	
Signature of Person Requesting Check (Firma):	

OFFICE USE ONLY	
Completed by:	Date & Time:
Comments:	