

AOC-RU-007
Rev. 1-10
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Commonwealth of Kentucky
Court of Justice www.courts.ky.gov
records@kycourts.net
KRS 17.160



**YOUTH LEADER REQUEST
BACKGROUND CHECK**

Requests will be sent to:
ADMINISTRATIVE OFFICE OF THE COURTS
RECORDS UNIT
100 MILL CREEK PARK
FRANKFORT, KENTUCKY 40601
502-573-1682 OR 1-800-928-6381

Kentucky Legislative House Bill 136 requires all volunteers in public education to pass a criminal record check.

There is a \$10.00 fee for each background check submitted.

Please make checks payable to your child's school or Bullitt County Public Schools if applying at the Board of Education in Shepherdsville.

All monies are forwarded to the state to cover this expense. The background check is good for two (2) years.

The process to obtain the information contained in the CourtNet Disposition System is as follows:

Please complete the information below and provide an e-mail address. **Please be sure to print your information clearly.** If any information is illegible or incomplete, the form cannot be submitted for processing. After completing the information below, please return the form to the school volunteer coordinator.

FAILURE TO COMPLY WITH THESE PROCEDURES WILL RESULT IN THE REQUEST BEING RETURNED UNPROCESSED.

PLEASE **PRINT OR TYPE** THE INFORMATION CLEARLY. (* Indicates required information.)

*FULL NAME: _____ *PHONE # _____

*ALIAS/MAIDEN NAME: _____

E-MAIL ADDRESS: _____

*SOCIAL SECURITY NUMBER _____ *DATE OF BIRTH _____

*STREET ADDRESS/P. O. BOX: _____

*CITY, STATE, ZIP CODE: _____

STUDENT'S NAME(S): _____

I understand that failure to accurately provide the information requested may result in my prosecution under K.R.S. 523.100. I have provided the basic information necessary to qualify for record processing.

Applicant's Signature

Witness

Betsy Nutt

Requestor/Contact Person

Date

Bullitt County Public Schools

Agency

(502) 869-8000 (fax # 502-543-3608)

Phone Number

1040 Highway 44 East

Address

betsy.nutt@bullitt.kyschools.us

E-mail Address

Shepherdsville, KY 40165

City, State, Zip

For school use only:

Approved

Not approved