



General Services Division

333 West Nye Lane, Suite 100
Carson City, Nevada 89706
Telephone (775) 684-6262 – Fax (775) 687-3288
www.gsd.nv.gov

REQUEST COPY OF CRIMINAL RECORD INFORMATION FOR THE PURPOSES OF CHALLENGE

I was notified by my employer that my fingerprint-based background check results have returned from the Criminal History Repository. The response indicates that I have a criminal record. I now wish to challenge the contents found within the record.

I, _____, request a copy of the criminal history record from the General Services Division of the Department of Public Safety to be sent to the requestor listed below.

Employer:

Agency Name: _____

Agency Account Number: _____

Agency Address: _____

City: _____

State: _____

Zip Code: _____

Requestor:

Name: _____ Date of Birth: _____

Mailing Address: _____

City: _____

State: _____

Zip Code: _____

Contact Phone Number: _____

Requestor's Signature: _____

Today's Date: _____