

PA Criminal Record Check – Act 34

You can obtain the PA Criminal Record check in **one** of the following two ways:

1. Order the record check on-line by logging onto <https://epatch.pa.gov/home> and select "Submit a New Record Check". You must provide your name and address, individual information and credit card information.

If a request goes "under review" it will be updated to the status of "No Record" or "Record" within two weeks.

For all "No Record" responses, the certificate must be printed out at the requestor's computer.

Please be sure to print a copy of the certificate form with the logo in the background (you must click on the link called "Certificate Form"); otherwise it is not considered official and will not be accepted as a current clearance.

OR

2. Fill out Part I of the Pennsylvania State Police Request for Criminal Record Check **Form SP -164** (attached). The form should be submitted with a **money order** in the amount of **\$22.00** payable to **Commonwealth of Pennsylvania**. After completion mail to:

Pennsylvania State Police Central Repository - 164
1800 Elmerton Avenue
Harrisburg, PA 17110-9758

"Preparing tomorrow's workforce today"

PENNSYLVANIA STATE POLICE
REQUEST FOR CRIMINAL RECORD CHECK
1-888-QUERYP (1-888-783-7972)

This form is to be completed in ink by the requester - (information will be mailed to the requester only). If this form is not legible or not properly completed, it will be returned unprocessed to the requester. *A response may take four weeks or longer.*

TRY OUR WEBSITE FOR A QUICKER RESPONSE
<http://e12atch.state.pa.us>

REQUESTER NAME	
ADDRESS	
CITY/STATE/ZIP CODE	
TELEPHONE NO. (AREA CODE)	

FOR CENTRAL REPOSITORY USE ONLY
CONTROL NUMBER

AFTER COMPLETION MAIL TO:
PENNSYLVANIA STATE POLICE
CENTRAL REPOSITORY-164
1800 ELMERTON AVENUE
HARRISBURG, PA 17110-9758

DO NOT SEND CASH OR PERSONAL CHECK

CHECK ONE BLOCK

- ☐ INDIVIDUAL NONCRIMINAL JUSTICE AGENCY - ENCLOSE A CERTIFIED CHECK/MONEY ORDER IN THE AMOUNT OF \$22.00, PAYABLE TO: COMMONWEALTH OF PENNSYLVANIA
THE FEE IS NONREFUNDABLE
- ☐ NOTARIZED INDIVIDUAL NONCRIMINAL JUSTICE AGENCY - ENCLOSE A CERTIFIED CHECK/MONEY ORDER IN THE AMOUNT OF \$27.00, PAYABLE TO: "I:; QMMQti @Gdl. rt1 QE e.E/Y.f\$."L.V.d/Y.Y.lid"
THE FEE IS NONREFUNDABLE
- ☐ FEE EXEMPT-NONCRIMINAL JUSTICE AGENCY - NO FEE

SUBJECT OF RECORD CHECK				
(FIRST)	(MIDDLE)	(LAST)		
MAIDEN NAME AND/OR ALIASES	SOCIAL SECURITY NUMBER	DATE OF BIRTH (MM/DD/YYYY)	SEX	RACE

The Pennsylvania State Police response will be based on the comparison of the data provided by the requester against the information *contained in the files of the Pennsylvania State Police Central Repository on file*.

FEES FOR REQUESTS - \$22.00. NOTARIZED FEE REQUESTS - \$27.00.
MAKE ALL MONEY ORDERS PAYABLE TO: COMMONWEALTH OF PENNSYLVANIA

REASON FOR REQUEST

◀◀◀◀◀ CHECK THE BOX THAT MOST APPLIES TO THE PURPOSE OF THIS REQUEST ▶▶▶▶▶▶▶

☐ INTERNATIONAL ADOPTION - INTERNATIONAL ADOPTION MUST BE NOTARIZED AND MAILED IN. (\$27.00 FOR REQUEST)

☒ ADOPTION (DOMESTIC) ☐ EMPLOYMENT ☐ VISA ☐ OTHER

WARNING: 18 Pa.C.S. 4904(b) UNDER PENALTY OF LAW- MISIDENTIFICATION OR FALSE STATEMENTS OF IDENTITY TO OBTAIN CRIMINAL HISTORY INFORMATION OF ANOTHER IS PUNISHABLE AS AUTHORIZED BY LAW.

Homeland Security is Everyone's Responsibility- Pennsylvania Terrorism Tip Line 1-888-292-1919