



REQUEST FOR CONVICTION RECORDS – OUTFITTER OR GUIDE LICENSE

I have applied for an outfitter or guide license and, pursuant to 301 KAR 3:150, I am requesting that the Kentucky State Police provide the Kentucky Department of Fish & Wildlife Resources with any record of conviction found concerning me in the files of the Kentucky centralized criminal history record information system. I have listed my personal information below. I know that I have the right to inspect my criminal history record and to request correction of any inaccurate information. If I do not exercise that right, I agree to hold harmless the Kentucky State Police and any of its employees from any claim for damages arising from the dissemination of inaccurate information.

APPLICANT INFORMATION (PLEASE PRINT)

NAME: _____
First, Middle Initial, Last, Maiden

ADDRESS: _____
Street, City, State, Zip

SEX: _____ RACE: _____ DATE OF BIRTH: _____ SSN: _____

Signature and Date

Witness Signature and Date

INSTRUCTIONS:

A completed form and a check or money order made payable to the **Kentucky State Treasurer**, in the amount of \$20.00, shall be submitted to the Kentucky State Police. Two self-addressed stamped envelopes should accompany this request, one bearing the name and address of the Kentucky Department of Fish & Wildlife Resources, 1 Sportsman's Lane, Frankfort, Ky. 40601, and the other bearing the name and address of the applicant.

The Kentucky State Police will charge a \$25.00 fee on any returned checks.

RETURN FORM TO: Kentucky State Police
Division of Records Management
Criminal Records Dissemination Section
1266 Louisville Road
Frankfort, KY 40601

Visit us online at www.kentuckystatepolice.ky.gov