

DISTRICT OF COLUMBIA GOVERNMENT



CRIMINAL HISTORY DISCLOSURE FORM

You must complete this form before the District of Columbia Government can proceed further with your application.

Name: _____ Social Security Number: _____

When answering the question below, you may omit: (1) traffic fines; (2) any violation of law committed before your 18th birthday, if handled in juvenile court or under a youth offender law; (3) any violation set aside under the Federal Youth Corrections Act or similar state law; and (4) any conviction for which the record was expunged under federal, state, or local law. We will consider the date, facts, and circumstances of each conviction or forfeiture you list. In most cases, you can still be considered for District employment.

During the past 10 years, have you been: (1) convicted of or forfeited collateral for any felony; or (2) convicted by a court-martial? ☐ Yes ☐ No

A *felony* is defined as any violation of law punishable by imprisonment of longer than one year, but does not include a *misdemeanor* under state, county, or local law, punishable by imprisonment of two years or less.

If you answered "YES" to the QUESTION above, you are allowed an opportunity to explain your response. For each of your conviction(s), please state the following: (1) offense(s) of which you were convicted; (2) the date of the conviction(s); (3) the state or territory where the conviction(s) occurred; (4) the court; and (5) any action(s) taken by the court against you, including any sentence, or probation imposed. Please provide any additional explanation you would like us to consider.

SIGNATURE, CERTIFICATION, AND RELEASE OF INFORMATION

YOU MUST SIGN THIS FORM. Read the following acknowledgement carefully before you sign.

I understand that a false statement on any part of this form is grounds for either not hiring me, or firing me after I begin work (D.C. Official Code § 1-616.51, *et seq.*) (2001). I understand that the making of a false statement on this form or materials submitted with this form is punishable by criminal penalties pursuant to D.C. Official Code § 22-2405, *et seq.* (2001). I understand that any information I give may be investigated as allowed by law or Mayoral Order. I consent to the release of information regarding my suitability for District of Columbia government employment by employers, schools, law enforcement agencies, and other individuals and organizations, to investigators, human resources specialists, and other authorized employees of the District of Columbia government. I certify that, to the best of my knowledge and belief, all of my statements are true, correct, and complete.

Signature

Date