



A Tradition of Stewardship
A Commitment to Service



Napa County Department of Corrections

DATE: _____

VISITOR SECURITY CLEARANCE

WITH MY SIGNATURE BELOW, I HEREBY AUTHORIZE NAPA COUNTY DEPARTMENT OF CORRECTIONS (NCDC) TO CONDUCT A BACKGROUND AND SECURITY CHECK ON ME AS A CONDITION OF MY ACCEPTANCE TO ENTER THE JAIL AS A CONTRACTOR/VISITOR/VOLUNTEER. NCDC HAS THE RIGHT TO REFUSE ENTRY AT ANYTIME WITHOUT EXPLANATION. FAILING TO FILL IN ALL REQUESTED INFORMATION BELOW CAN BE CAUSE FOR IMMEDIATE DISAPPROVAL.

THE PURPOSE OF MY VISIT IS: CONTRACTOR PROGRAM PROVIDER VENDOR EDUCATION TOUR MEETING
****CIRCLE ONE**

PROJECT/PROGRAM NAME: _____ NCDC/COUNTY/CONTRACTOR NAME: _____
****LIST THE INDIVIDUAL REQUESTING YOUR CLEARANCE**

DATE(S) OF VISIT: _____ IS THIS FOR EMPLOYMENT PURPOSES WITH CFMG? YES NO
****CIRCLE ONE**

NAME: _____ ALIAS/MAIDEN NAME: _____
****PRINT LAST, FIRST AND MI AS IT APPEARS ON ID CARD/DRIVERS LICENSE**

DATE OF BIRTH: / / DRIVER'S LICENSE # _____ STATE: _____
****USE FORMAT MM/DD/YEAR**

SEX: _____ RACE: _____ EYES: _____ HAIR: _____

ADDRESS: _____ CITY: _____ STATE: _____

PHONE: () _____ - _____ CELL HOME WORK
****CIRCLE ONE**

EMERGENCY CONTACT PERSON: _____ PHONE: _____

CIRCLE ANSWER FOR EACH OF THE FOLLOWING QUESTIONS:

HAVE YOU EVER BEEN CONVICTED OF A CRIME?	YES	NO	
ARE YOU CURRENTLY ON PROBATION OR PAROLE?	YES	NO	
HAVE YOU EVER BEEN ON PROBATION OR PAROLE?	YES	NO	IF YES, WHEN? _____
DO YOU CURRENTLY HAVE FRIENDS OR FAMILY IN CUSTODY?	YES	NO	IF YES, WHO? _____

I UNDERSTAND THAT ANY FALSE STATEMENT, VERBAL OR WRITTEN, MAY CAUSE MY NAME TO BE REMOVED FROM THE ELIGIBLE LIST OF VISITORS. I ALSO UNDERSTAND THAT IF ANY OF THE ABOVE INFORMATION CHANGES, I SHALL NOTIFY BOTH MY COORDINATOR AND NCDC IMMEDIATELY.

SIGNATURE: _____ PRINT NAME: _____ DATE: _____

****NCDC STAFF USE ONLY BELOW LINE****

RECORDS CHECK: 28/29 YES NO **DL CHECK** YES NO **VALID?** YES NO

WPS CHECK YES NO **CJNet RECORD** YES NO **CII CRIM HISTORY** YES NO

ENTRY APPROVED YES NO - EXPLAIN _____ BY: _____ BADGE# _____