Dear Parents,

Thank you for your interest in volunteering. If you plan to chaperone or drive on a field trip, you must be cleared through the Department of Justice Live Scan. The Live Scan is a one-time event and is not transferable from other agencies. You must be cleared through CCDS, even if you’ve already received DOJ clearance from somewhere else.

Attached (on page 2) please find the Live Scan application, which can be taken to one of the places listed below.

<table>
<thead>
<tr>
<th>Place</th>
<th>Address</th>
<th>Access</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blue Oak Mobile</td>
<td>Comes to you</td>
<td>Appointment Only</td>
<td>530-387-4540</td>
</tr>
<tr>
<td>The UPS Store</td>
<td>702 Mangrove Ave</td>
<td>Appointment Only</td>
<td>530-898-1623</td>
</tr>
<tr>
<td>Chico Police Dept</td>
<td>1460 Humboldt Rd</td>
<td>Appointment Only</td>
<td>530-897-4910</td>
</tr>
<tr>
<td>Postal Station</td>
<td>1692 Mangrove Ave</td>
<td>Walk-in Only</td>
<td>530-893-3999</td>
</tr>
</tbody>
</table>

Thank you,

Chico Country Day School
REQUEST FOR LIVE SCAN SERVICE

Applicant Submission

A6587

ORI (Code assigned by DOJ)

School Volunteer

Authorized Applicant Type

Type of License/Certification/Permit OR Working Title (Maximum 30 characters - if assigned by DOJ, must exact title assigned)

Contributing Agency Information:

Chico Country Day School

Agency Authorized to Receive Criminal Record Information

102 W. 11th Street

Street Address or P.O. Box

Chico

CA 95928

City

State

ZIP Code

Applicant Information:

Last Name

Other Name

(AKA or Alias) Last

Date of Birth

Sex

Male

Female

Height

Weight

Eye Color

Hair Color

Place of Birth (State or Country)

Social Security Number

Home Address

Street Address or P.O. Box

City

State

ZIP Code

Your Number:

OCA Number (Agency Identifying Number)

If re-submission, list original ATI number:
(Must provide proof of rejection)

Employer (Additional response for agencies specified by statute):

Employer Name

Street Address or P.O. Box

City

State

ZIP Code

Mail Code (five digit code assigned by DOJ)

Driver's License Number

Billing Number

Applicant to pay

Misc.

Number

(Agency Billing Number)

(Other Identification Number)

Level of Service:

☑️ DOJ

☐️ FBI

Original ATI Number

Live Scan Transaction Completed By:

Name of Operator

Transmitting Agency

LSID

Date

ATI Number

Amount Collected/Billed

ORIGINAL - Live Scan Operator
SECOND COPY - Applicant
THIRD COPY (if needed) - Requesting Agency