



APPLETON POLICE DEPARTMENT

REQUEST FOR CLEARANCE LETTER

1. A photo identification is mandatory to process your request
2. A check of *City of Appleton Police Department Records* will be conducted for misdemeanor, felony, ordinance, and traffic arrests.
3. The determination to issue a Clearance Letter from the City of Appleton Police Department is made upon the results of the records check.
 - This clearance letter does **not** include a check at the State or Federal levels; a separate request to those entities will need to be made.
 - This adult arrest check does **not** include any other law enforcement department

PLEASE PROVIDE THE FOLLOWING INFORMATION TO COMPLETE REQUEST:

COPY OF PHOTO ID ATTACHED

DATE REQUESTED: _____ NUMBER OF COPIES: _____

PHONE NUMBER/S: _____

ADDRESS: _____ EMAIL: _____

CITY: _____ STATE: _____ ZIP: _____

LAST NAME: _____

FIRST: _____ MIDDLE: _____ CHECK IF NO MIDDLE NAME

DATE OF BIRTH: _____ GENDER: _____ RACE: _____

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OTHER NAME/S USED (INCLUDE MAIDEN OR FORMER)

LAST NAME: FORMER ALIAS _____

FIRST: _____ MIDDLE: _____ CHECK IF NO MIDDLE NAME

DATE OF BIRTH: _____ GENDER: _____ RACE: _____

LAST NAME: FORMER ALIAS _____

FIRST: _____ MIDDLE: _____ CHECK IF NO MIDDLE NAME

DATE OF BIRTH: _____ GENDER: _____ RACE: _____

FOR RECORDS USE ONLY

PROCESSED BY: _____ DATE: _____