

CHOCTAW HOPE DEVELOPMENT CORPORATION
P.O. BOX G • HUGO, OK 74743
1-800-235-3087
580-326-0600 or 580-208-0024
Fax: 580-326-0010 or 580-208-2724

All applicants please read carefully:

A complete application consists of the following:

- Application - signed and dated
- All household income must be listed and verifiable
- A copy of all household members Social Security Cards
- A letter of reference from 2 individuals other than relatives
- A letter of reference from your most current landlord/owner
- A completed OSBI federal background check for anyone 18 years or older:
 - The OSBI will charge a \$15.00 processing fee for each person searched.
 - The fee is set by state statute and cannot be waived or reduced.
 - Acceptable methods of payment include money orders and all major credit cards.
Personal checks will not be accepted.
Address: OSBI
Criminal History Reporting
6600 North Harvey
Oklahoma City, OK 73116
- A self - addressed stamped envelope must be included with the request form.

Once the OSBI completes the check they will mail it back to you, then you forward it to us.

Choctaw Hope Development will not consider any applicant for placement in any apartment until all required documents are signed and received.

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List everyone with an income:

1. _____ Source: _____
2. _____ Source: _____

Owner or Manager: _____ Phone: _____
of most previous residence

Reason for Moving: _____

Have you or any member of your family ever been convicted of a crime other than a traffic violation? ___ Yes ___ No

If yes, please explain: _____

Contact person in the case of an emergency:

_____ Phone: _____

Signature of Applicant: _____ Date: _____

Signature of Spouse or Co-Head: _____ Date: _____

Please be sure all needed documents are included with this application.
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OKLAHOMA STATE BUREAU OF INVESTIGATION

Criminal History Record Information Request
6600 North Harvey Place
Oklahoma City, OK 73116
(405) 848-6724
(405) 879-2503 FAX
http://www.ok.gov/osbi/Criminal_History/

Type Of Search Requested:

Name Based - \$15.00

State Fingerprint-based - \$19.00
• Must Provide Fingerprint Card
• Includes Name Based Search

Sex Offender - \$2.00

Mary Rippy Violent Offender - \$2.00

Fees Are Effective August 1, 2009.

DATE _____

Request Submitted via:
 Fax Mail In Person

Requests will be returned in the manner received.

Mail requests should include postage-paid reply envelope.

Fax requests must include payment by credit card and a dedicated Fax Phone Line for return of completed search:
()

ACCEPTABLE FORMS OF PAYMENT: CASH CASHIER'S CHECK MONEY ORDER

BUSINESS CHECK VISA MASTERCARD DISCOVER AMERICAN EXPRESS

No Personal Checks Accepted. For Visa, MasterCard and Discover, Security Code is 3 digits on back of card. For AMEX, security code is 4 digits on front.

CREDIT CARD # _____ EXPIRATION DATE _____ SECURITY CODE _____

NAME AS IT APPEARS ON CREDIT CARD _____ (PLEASE PRINT)

CARD HOLDER SIGNATURE (REQUIRED) _____

REQUESTOR INFORMATION: (Type or print clearly in blue or black ink)

REQUESTOR'S NAME _____ SIGNATURE OF REQUESTING PARTY _____

STREET ADDRESS _____

CITY STATE ZIP

PHONE NUMBER () _____

PURPOSE OF REQUEST _____

SUBJECT INFORMATION: (Type or print clearly in blue or black ink)

Forms with corrections done with white out or by striking through the fields in this section will not be processed.

NAME _____
LAST FIRST MIDDLE

ALIAS/MAIDEN NAME(S) _____

DATE OF BIRTH _____ (MM/DD/YYYY). *If date of birth is unavailable, include exact age of subject.*

RACE _____ SEX _____ SOCIAL SECURITY NUMBER _____

SEARCH RESULTS:

Oklahoma State Bureau of Investigation Computerized Criminal History	Oklahoma Department of Corrections Sex Offender	Oklahoma Department of Corrections Violent Offender

Unless fingerprint cards are provided, record information is furnished solely on the basis of name or description similarity with the subject of your inquiry.

For questions on the Sex Offender / Violent Offender Registry, please contact the Oklahoma Department of Corrections.