

**Houghton Lake Community Schools  
6001 W Houghton Lake Drive  
Houghton Lake, MI 48629**

I, \_\_\_\_\_, represent that (check one):

- \_\_\_\_\_ 1. I have not been convicted of, or pled guilty or nolo contendere (no contest) to any crimes.  
 \_\_\_\_\_ 2. I have been convicted of or pled guilty or nolo contendere (no contest) to the following crimes (use separate sheet to explain nature of conviction, date and court):

a) \_\_\_\_\_  
 \_\_\_\_\_

b) \_\_\_\_\_  
 \_\_\_\_\_

c) \_\_\_\_\_  
 \_\_\_\_\_

1. I hereby give my consent for Houghton Lake Community Schools to request criminal history check on me from the Central Records Division of the Michigan Department of State Police and the Federal Bureau of Investigation (FBI).
2. Until the district receives the above report, I will not be able to work and/or volunteer my services for the District.
3. If the report received from the Michigan Department of State Police or the FBI is not the same as my representation(s) above, respecting either the absence of any conviction(s) or any crimes of which I have been convicted, my employment or ability to volunteer is voidable at the option of the District.

Please complete the following:

Full Name	Male or Female	Date of Birth
Previous Name(s) (Maiden name)	Telephone Number	State Issuing

A copy of Driver's License is required.

During your time as a volunteer, we appreciate your discretion and support of the privacy of our students and staff. \_\_\_\_\_

Please Initial

Signature: \_\_\_\_\_ Date: \_\_\_\_\_