

EMAIL TO THE PERSON APPLYING FOR THE BACKGROUND CHECK

The position you are applying for requires a Safe Sanctuary background check. This background check must be originated by us. A copy of a background check ordered by someone else does not fulfill our legal responsibility to exercise appropriate supervision. The online background check will come from "The East Ohio Conference" even though our church has requested it.

*To begin the background check process, use the following link:
<https://www.ministryopportunities.org/EastOhioUMC>*

*On this East Ohio Conference web page you will click **Local Church** then **Safe Sanctuaries** then **Proceed**.*

The authorization includes very broad agreement and "hold harmless" statements. Please review your Social Security Number and all other information carefully before submitting. Typing errors in social security number, phone numbers and other information will create "alarms" resulting in concern about the background information provided. This will require additional review and increase the cost of this application.

Your background check will cost _____. The cost of this is being paid for by The Streetsboro United Methodist Church. If you wish to cover the expense yourself, please mail a check to the church.

This information will be used to determine the above cost.

- The following searches are requested: [indicate which one(s)]
- **\$ 12 Basic** (use for staff or volunteer positions. Also used for VIM/ERT mission teams)
- National Criminal Database Search
- National Sex Offender Registry
- Search SSN Verification & Address History
- **\$ 12 Search AKA** Also Known As. (Use for background with Maiden Name – one for each marriage)
- This is strongly recommended for persons married less than 5 years.
- **\$ 12 County Criminal Search** (Fee for each county searched. Most counties charge additional fees. These fees will be billed separately to your local church)
- This is strongly suggested for persons living in the current county less than 5 years or persons with several moves in last 10 years. This is also strongly suggested for persons employed by the church.
- **\$ 12 MVR Driving History** (for volunteers and staff who will be driving teams or transporting children)
- This will indicate DUI, vehicular homicide, insurance or frequent tickets