Fraternal Order of Police Associates #14

Background check procedure

1. Go to <u>www.ohioattorneygeneral.gov</u> and scroll to the bottom. Under Business click on "Background Check"



Business

2. Next click on "Webcheck Community Listing".



- 3. Search for a "Webcheck" close to you by zip code and contact that location for an appointment. You will pay for your background check there.
- 4. Once at your location ask for a "BCI" check only.
- 5. Once at the Webcheck computer for the block, "BCI Reason Fingerprinted", scroll down to "Other".
- 6. "Enter BCI Reason Fingerprinted" box will then pop up and have them type in, "Police Organization Membership Application".
- 7. For the box "Direct Copy:" have them select "NONE"
- 8. Then have them check the box, "This is a Mailto Transaction".
- Have them mail it to, Fop Lodge #15, 7277 Fitch Rd., Olmsted Twp., Oh 44138