

Guide to completing the Virginia State Police background form

Step 1: Select form SP-167

Enter New Criminal History Background Search

Form: *

Once printed, the SP-167 form requires a notarized signature of the individual being searched and a notarized signature of the agency/individual named in the MAIL RESULTS TO section.

Step 2: Complete Search Information

Search Information

Request Type: *

Purpose: *

Specify Purpose: *

Last Name: *

First Name: *

Middle Name:

Maiden Name:

Suffix: *

Race: *

Sex: *

Date of Birth: *

SSN:

Non-profit
volunteer:

Step 3: Complete Mail Results to

Mail Results To

Name/Agency: *

Attention:

Address Line 1: *

Address Line 2:

City: *

State: *

Country: *

Zip Code: * -

Step 4: Complete Contact Information

Contact Information

Phone Number:

Email Address:

((xxx)xxx-xxxx)

(example@domain.com)

Step 5: Complete Payment

Payment

Fee: \$20.00

Pay Method: *

Please make all payments payable to Virginia State Police