

**Criminal History Background Check**  
**Cass Lake-Bena School District #115**  
**208 Central Avenue NW**  
**Cass Lake, Minnesota 56633**

Date \_\_\_\_\_

The following named individual has made application with this School District for employment or provision of athletic coaching services or other extra-curricular academic coaching services.

Full Name of Individual: \_\_\_\_\_  
Last First Middle

Maiden, Previous, Alias: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Male: \_\_\_\_\_ Female: \_\_\_\_\_  
Month/Day/Year

I authorize the Minnesota Bureau of Criminal Apprehension to disclose all criminal history record information to the Superintendent of the Cass Lake-Bena School District pursuant to Minnesota Statue 123B.03 for the purpose employment/coaching/volunteering with this school district.

**Conditional Hiring**

I understand that the school district may permit me to commence my employment duties or provide athletic coaching services or other extra-curricular academic coaching services pending completion of the criminal history background check and acknowledge and agree that my employment or services may be terminated based on the result of the background check.

The expiration of this authorization shall be for a period no longer than one year from the date of my signature.

\_\_\_\_\_  
Signature of Applicant or Potential Service Provider

\_\_\_\_\_  
Date

Subscribed and sworn to before me  
This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public

*For Office Use Only:*  
*The School district should forward this executed form, along with a check in the amount of \$15.00 payable to the "MN BCA" and a self-addressed, stamped envelope to:*  
*Minnesota Bureau of Criminal Apprehension*  
*Criminal Justice Information Systems – CHA*  
*1430 Maryland Avenue East*  
*St. Paul, Minnesota 55106*