Previous Law Enforcement Employment Reference Check

_____ Agency Administrator Name

_____ Agency

_____ Agency Street Address

_____ Agency City, State, Zip Code

RE: Applicant Name & DOB _____

The above-named individual has been conditionally offered a job as a law enforcement officer with my agency.

As required by Neb. Rev. 81-1414.15, the applicant has provided me with "An Authority to Release Information to Prospective Employer (791)" form which I have enclosed with this letter. I would appreciate your prompt attention and your return of this form to me.

Please note the applicant cannot be employed with my agency until I have reviewed all previous law enforcement employment records.

The above individual was/is an employee of this agency: *Yes*____ *No*____

*Employee records for the above individual are available for viewing. Yes*____ *No*____

To make arrangements to view employee records contact _____

_____.

Signature /Rank _____ *Date* _____

Thank you for your assistance in this matter.
Sincerely,

_____ _____
Hiring Administrator Hiring Agency

ENCL.