



Vermont Criminal Records

To obtain a criminal record from the state of Vermont, please follow the steps listed below in order.

1. A Vermont Release Form must be *signed*.
2. Key in requests for criminal record searches on the computer.
3. *Fax* completed release form to the Criminal Records Department at 800-887-8994.
4. Receive criminal reports on the computer at the specified turnaround time (see Turnaround Schedule).



Reference Only

Cust # _____
(Required)

FAX TO: 800-887-8994
ATTN: Criminal Record Department

Vermont Release Form

I hereby authorize _____ and its agent, USIS, to receive any criminal history record information pertaining to me, which may be in the files of any state or local criminal justice agency.

Full Name Printed

Address

DOB (Required) SSN (Required)

Sex Race

Signature (Required)

Date

You have the right to appeal information contained in this record check.

Contact: VCIC
Department of Public Safety
103 S. Main Street
Waterbury, VT 05671