

FORM #R/I-41

**SHELBY COUNTY SHERIFF'S OFFICE
RECORDS AND IDENTIFICATION DIVISION**

PERSONAL RECORDS CHECK

WHEN REQUESTING A BACKGROUND CHECK, THE FOLLOWING INFORMATION
MUST BE PROVIDED:

FULL NAME: _____
(LAST) (FIRST) (MIDDLE INITIAL

(FOR FEMALES-MAIDEN NAME)(RACE) (SEX) ^{M / F}

DATE OF BIRTH: _____
(MONTH) (DAY) (YEAR)

SOCIAL SECURITY NUMBER (IF AVAILABLE): _____ - _____ - _____

PLEASE RETURN REQUEST TO:

**SHELBY COUNTY SHERIFF'S OFFICE
201 POPLAR AVENUE – JAIL ANNEX – ROOM 1006
MEMPHIS, TN 38103
ATTN: RECORDS AND IDENTIFICATION DIVISION**

IF A RECORD CHECK IS SUBMITTED BY MAIL, PLEASE SUBMIT A **BUSINESS
CHECK OR MONEY ORDER.**

10/03