



**STATE OF IDAHO  
OUTFITTERS &  
GUIDES**



Attention New Outfitters/DA's

*Governor*  
C. L. "BUTCH OTTER

The Idaho Outfitters and Guides Licensing Board requires new outfitter applicants or designated agent applicants to submit a release for a Criminal History Record Check.

*Chairman*  
WAYNE HUNSUCKER  
Lucile

This requires a \$20.00 fee be paid to the Idaho State Police, via a money order made out to them.

*Members*  
TOM LONG  
Boise

Please complete all highlighted areas, sign and date the form and return it to the Idaho Outfitters and Guides Licensing Board, 1365 N. Orchard, Suite 172, Boise, ID 83706. We will forward the request and payment to the Idaho State Police.

BOB BAROWSKY  
Fruitland

The results will be mailed to the Idaho Outfitters and Guides Licensing Board, and will be placed in your outfitter/designated agent file. These results will be held in confidence.

LOUISE STARK  
Challis

Thank you.

GEORGE MCQUISTON  
Challis

IOGLB

*Executive Director*  
LORI THOMASON

*Office Address*

1365 N. Orchard,  
Suite 172  
Boise, Idaho  
83706

(208) 327-7380

Fax  
(208) 327-7382

Enforcement  
(208) 327-7167

Enforcement E-mail  
[enforcement@oglb.idaho.gov](mailto:enforcement@oglb.idaho.gov)

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Website  
[www.oglb.idaho.gov](http://www.oglb.idaho.gov)

*"Helping Protect  
Idaho's  
Natural Resources"*



# IDAHO STATE POLICE BUREAU OF CRIMINAL IDENTIFICATION



## NAME BASED CRIMINAL BACKGROUND CHECK FORM of the Idaho Central Repository of Criminal History Records

**A \$20 processing fee must be included.** Each field marked with an asterisk (\*) must be completed. A separate form must be used for each request. Do not use staples on the forms. Make checks or money orders payable to the Idaho State Police. **A personal check will only be accepted if issued by the requestor or requesting agency.** A \$20.00 fee will be charged for any returned checks.

Please print clearly in blue or black ink only. **Illegible forms will be returned for clarification.**

<b>REQUEST</b>			
Please provide an Idaho Criminal History on the individual named below.			
*Last Name	*First Name	*Middle Name	
Alias Names (Include Maiden/prior Married Names) <b>Please provide both first and last name.</b>			
*Date of Birth (mm/dd/yyyy)	Social Security Number (optional)	*Sex	*Race
*Address	*City	*State	*Zip
<b>WAIVER</b>			
Idaho law does <b>not</b> require a waiver. However, without a signed waiver from the subject of the record, any arrest more than 12 months old, <b>without</b> a disposition, cannot be given to a non-criminal justice agency. Any waiver other than this waiver will not be accepted.			
I hereby give permission for the requester, named below, to receive any information maintained by the Idaho Bureau of Criminal Identification concerning myself.			
_____ *Signature		_____ *Date	
<i>This signature on the waiver must be within 180 days of the name check submission.</i>			

### \*TO BE COMPLETED BY COMPANY OR PERSON REQUESTING BACKGROUND INFORMATION \*

Requesting Person or Company *	Address of Requester (Results will be mailed to this address)*		
Idaho Outfitters and Guides Licensing Board	Street <u>1365 N. Orchard Room 172</u>		
	City, State & Zip Code <u>Boise, Idaho 83706</u>		
Printed Name of Requester (Print Legibly) *	Signature of Requester *	Phone Number of Requester *	
		<u>(208) 327-7380</u>	

### General Information:

Idaho law does not require a person to give consent. However, without a signed release from the subject of record, any arrest more than 12 months old, without a disposition, cannot be given to a non-criminal justice agency. **Results of a Name Based Criminal Background check cannot be notarized.**

Criminal history record information furnished as a result of a non-fingerprint based computerized search is based solely on a search of identifiers provided in the request. Be aware it is not uncommon for criminal offenders to use alias names and false dates of birth, which would adversely affect the completeness and accuracy of a non-fingerprint based search of the Idaho Central Repository of Criminal History Records. No other state or federal agency records can be searched under current law. The bureau does not telephone or fax responses. Please allow ample time for processing this request. Requests are processed on a first come basis.

The records maintained by the Idaho Bureau of Criminal Identification (BCI) are based upon the felony and serious misdemeanor arrests reported to BCI from other Idaho criminal justice agencies. If a person disputes the accuracy of information obtained, that person may challenge the information by writing to the address on this form.

Idaho code 67-3008 (6) states, "A person or private agency or public agency, other than the department, shall not disseminate criminal history record information obtained from the department to a person or agency that is not a criminal justice agency or court without a signed release of the subject of record unless otherwise provided by law."

**700 S. STRATFORD DR. STE. 120 • MERIDIAN, ID 83642**  
**(208) 884-7130 • FAX (208) 884-7193**