

Time Out, Inc.
P.O. Box 306
Payson, AZ 85547
928-472-8007

VOLUNTEER APPLICATION

Date _____ Name _____ Date of Birth _____

Phone _____ Mailing Address _____

City _____ State _____ Zip _____ Employed _____ Retired _____

Educational Background _____

Major _____ Special Skills or Training _____

Languages: Spoken: _____ Read _____ Write _____

Special Interest and/or Hobbies _____

Previous Volunteer Experience _____

How did you hear about Time Out, Inc.? _____

Spouse's Name (if married) _____

Person to Notify in Case of Emergency:

Name _____ Relationship _____

Address _____ Phone _____

Are you interested in volunteering at the:

Time Out Shelter _____ **OR** Time Out 2 Thrift Shop _____

If interested in volunteering at the Time Out Shelter:

What personal attributes do you possess which you feel will help you be effective in assisting people in crisis?

What additional skills and strengths would you like to develop as an outcome of your experience at the Time Out Shelter? _____

As a volunteer at the Time Out Shelter, you will be working with clients of many different ethnic and socioeconomic backgrounds. Clients may have values and beliefs quite different from your own. Please describe why this will not present a difficulty or adjustment for you as a service providing volunteer.

In accordance with Public Law and Arizona Revised Statutes, you will be required to complete a Criminal History Self Disclosure Affidavit. A record of court conviction(s) does not necessarily disqualify you from consideration. However, failure to complete this Affidavit accurately and completely may be reason for disqualification. You must report any convictions that occur subsequent to the time this Affidavit is initially completed. All employees and volunteers must have the ability for fingerprint clearance from the State of Arizona, Department of Economic Security, and Department of Public Safety.

Last Name _____ First _____ Middle _____

Other names used _____

Dates of usage _____

Date of Birth _____

Email _____

Is there any other information not required by this application that you should disclose to the Executive Director that she/he may accurately evaluate your fitness to hold a position of public trust involving minor children or victims of crime? (If you are uncertain as to the relevance of necessity to disclose a matter, trait, etc., the Executive Director will determine whether the information is pertinent. If your answer is anything other than NO, explain in full on a separate sheet of paper.)

I hereby give my permission to Time Out, Inc. to verify the above statements by any means necessary. This consent will automatically expire 90 days from the date of signing.

Signature of Applicant

Date

Time Out, Inc.
Volunteer Emergency Information

In the event of an emergency, please notify the following:

1. _____
Name Relationship

Address

City, State, Zip Phone Numbers

2. _____
Name Relationship

Address

City, State, Zip Phone Numbers

Volunteer Signature Date

Time Out, Inc. Drug-Free Workplace

Time Out, Inc. will strictly enforce the requirements of the Drug-Free Workplace Act of 1988 in order to protect Time Out, Inc.'s status for the purposes of being awarded a grant from any Federal agency, or any State agency contracting with Time Out, Inc. utilizing Federal revenue.

Whereas it has always been the policy of Time Out, Inc. to prohibit the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance in the workplace, (refer further to Personnel Policies addressing Alcoholic Beverages/Illegal Substances), now by Federal law Time Out, Inc. unequivocally cannot tolerate a violation of this policy. For purposes of definition, "workplace" is defined as being a volunteer of Time Out, Inc. under any of the following conditions:

1. On Time Out, Inc. premises
2. In Time Out, Inc. vehicle
3. During Time Out, Inc. work time
4. In the presence of individuals receiving services through Time Out, Inc.

Following is a partial list of controlled substances:

1. Narcotics (heroin, morphine, etc.)
2. Cannabis (marijuana, hashish, etc.)
3. Stimulants (cocaine, etc.)
4. Hallucinogens (PCP, LSD, "designer drugs", etc.)

Any Time Out, Inc. volunteer violating this policy will be terminated from volunteering with Time Out, Inc. This includes termination for the first offense.

Time Out, Inc. volunteers have the right to be informed of the dangers of drug abuse, including the abuse of prescription drugs in the workplace, and Time Out, Inc.'s policy of maintaining a drug-free workplace. This is demonstrated in Time Out, Inc.'s volunteer training.

Time Out, Inc. does not provide medical benefits for drug abuse treatment and does not have a volunteer assistance program.

Time Out, Inc. will provide information on community resources for assessment and treatment, if asked by the volunteer, for those volunteers who may have drug abuse problem(s) which occur outside the workplace.

Any Time Out, Inc. volunteer convicted for a violation of any criminal drug statute occurring in a Time Out, Inc. workplace must, by law, notify Time Out, Inc. no later than five (5) days after such conviction (including pleas of guilty or nolo contendere). Failure to do so will result in termination of volunteer status.

Time Out, Inc., by law, will then notify the granting agency, in writing, within ten (10) days, or sooner if required by the specific granting agency, after receiving notice of a conviction from a volunteer or otherwise receiving actual notice of such conviction.

All Time Out, Inc. volunteers are required to acknowledge that they have been informed of the Drug-Free Workplace Act of 1988.

By law, all Time Out, Inc. volunteers are required to abide by the terms of this policy as a condition of continued volunteer status.

Please refer to any questions on this policy directly to the Director or the Board of Directors of Time Out, Inc.

Volunteer Signature

Date

POLICY AND PROCEDURES

PERSONNEL CONFLICT OF INTEREST

Time Out, Inc., employees, volunteers, and Board of Directors shall not use their positions with Time Out for purposes that are, or give the appearance of, being motivated by a desire for private gain for themselves, or others in direct relationship with them, as representatives of this agency, including family members, personal, or professional ties. All representatives of Time Out shall ensure that no conflict of interest exists in providing services to clients. Employees and volunteers shall immediately notify the Executive Director of any actual, apparent or possible conflict of interest. Situations requiring a finding as to whether a conflict exists may be resolved by the Executive Director or the Board of Directors through use of the agency's Complaint/Grievance Policy. Situations involving the Executive Director shall be dealt with by the Board of Directors. A written notice of findings will be provided to the person(s) involved.

The employee agrees that:

1. She/he received a copy of the conflict of interest policy;
2. She/he read and understood the policy;
3. She/he agrees to comply with the policy; and
4. She/he understands that Time Out, Inc., is charitable and in order to maintain its federal tax exemption, Time Out, Inc., must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

RELATIONSHIP WITH RESIDENTS

Staff members are prohibited from engaging in any type of non-work related relationship with Time Out residents, including existing residents and those who have been served by the agency within the last twelve (12) months unless:

1. The relationship pre-dates the resident's contact with Time Out; or
2. The relationship receives the express approval of the Executive Director after complete disclosure.

Signature: _____ Date: _____

**Time Out, Inc.
Oath of Confidentiality**

I, _____, agree to abide by the guidelines of confidentiality as set forth in this oath. Any and all information I have access to, as a volunteer of Time Out, Inc., will be kept in strict confidence. This includes ALL information relating to residents, and the shelter. Any violation of this oath may result in termination of my position within this agency.

Volunteer Signature

Date

Code of Professional Ethics for Victim Assistance Providers

Adopted by the NOVA Board of Directors, April 22, 1995

Victims of crime and the criminal justice system expect every Victim Assistance Provider, paid or volunteer, to act with integrity, to treat all victims and survivors of crime—their clients—with dignity and compassion, and to uphold principles of justice for accused and accuser alike. To these ends, this Code will govern the conduct of Victim Assistance Providers:

I. In relationships with every client, the Victim Assistance Provider shall:

1. Recognize the interests of the client as a primary responsibility.
2. Respect and protect the client's civil and legal rights.
3. Respect the client's right to privacy and confidentiality, subject only to laws or regulations requiring disclosure of information to appropriate other sources.
4. Respond compassionately to each client with personalized services.
5. Accept the client's statement of events as it is told, withholding opinion or judgment, whether or not a suspected offender has been identified, arrested, convicted, or acquitted.
6. Provide services to every client without attributing blame, no matter what the client's conduct was at the time of the victimization, or at another stage of the client's life.
7. Foster maximum self-determination on the part of the client.
8. Serve as a victim advocate when requested and, in that capacity, act on behalf of the client's stated needs without regard to personal convictions and within the rules of the advocate's host agency.
9. Should one client's needs conflict with another's, act with regard to one client only after promptly referring the other to another qualified Victim Assistance Provider.
10. Observe the ethical imperative to have no sexual relations with clients, current or past, in recognition that to do so risks exploitation of the knowledge and trust derived from the professional relationship.
11. Make client referrals to other resources or services only in the client's best interest, avoiding any conflict of interest in the process.
12. Provide opportunities for colleague Victim Assistance Providers to seek appropriate services when traumatized by a criminal event or a client.

II. In relationships with colleagues, other professionals, and the public, the Victim Assistance Provider shall:

1. Conduct relationships with colleagues in such a way as to promote mutual respect, public respect, and improvement of service.
2. Make statements that are critical of colleagues only if they are verifiable and constructive in purpose.
3. Conduct relationships with allied professionals such that they are given equal respect and dignity as professionals in the victim assistance field.
4. Take steps to quell negative, insubstantial rumors about colleagues and allied professionals.
5. Share knowledge and encourage proficiency and excellence in victim assistance among colleagues and allied professionals, paid and volunteer.
6. Provide professional support, guidance, and assistance to Victim Assistance Providers who are new to the field in order to promote consistent quality and professionalism in Victim Assistance.
7. Seek to ensure that volunteers in victim assistance have access to the training, supervision, resources, and support required in their efforts to assist clients.
8. Act to promote crime and violence prevention as a public service and an adjunct to victim assistance.
9. Respect laws of one's state and country while working to change those that may be unjust or discriminatory.

III. In her or his professional conduct, the Victim Assistance Provider shall:

1. Maintain high personal and professional standards in the capacity of a service provider and advocate for clients.
2. Seek and maintain proficiency in the delivery of services to clients.
3. Not discriminate against any victim, employee, colleague, allied professional, or member of the public on the basis of age, gender, disability, ethnicity, race, national origin, religious belief, for sexual orientation.
4. Not reveal the name or other identifying information about client to the public without clear permission or legal requirements to do so.
5. Clearly distinguish in public statements one's personal views from positions adopted by organizations for which he or she works or is a member.
6. Not use her or his official position to secure gifts, monetary rewards, or special privileges or advantages.
7. Report to competent authorities the conduct of any colleague or allied professional that constitutes mistreatment of a client or that brings the profession into disrepute.
8. Report to competent authorities any conflict of interest that prevents oneself or a colleague from being able to provide competent services to a client, or work cooperatively with colleagues or allied professionals, or to be impartial in the treatment of any client.

IV. In her or his responsibility to any other profession, the Victim Assistance Provider will be bound by the ethical standards of the allied professional of which she or he is a member.

Volunteer signature

Date

Time Out, Inc., Whistleblower Policy

Purpose

Time Out, Inc., requires directors, officers, employees, and volunteers to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As employees and representatives of Time Out, Inc., we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

Reporting Responsibility

This policy is intended to cover serious concerns that could have a large impact on Time Out, Inc., such as actions that:

- Could lead to incorrect financial reporting;
- Are unlawful;
- Are not inline with Time Out, Inc., Policy and Procedures; or
- Otherwise amount to serious improper conduct.

Confidentiality

Complainant's identity will be kept confidential unless that person has authorized such disclosure in writing.

Anonymous Allegation

Employees are encouraged to put their names to allegations because appropriate follow-up questions and investigation may not be possible unless the source of the information is identified. Concerns expressed anonymously will be investigated, but consideration will be given to:

- The seriousness of the issue;
- The amount of detail provided;
- The credibility of the concern; and
- The likelihood of confirming the allegation from attributable sources.

Evidence

Although the employee is not expected to prove the truth of an allegation, the employee needs to demonstrate to the person contacted that there are sufficient grounds for concern.

No Retaliation

No director, board member, employee, or volunteer who in good faith reports an ethics violation shall suffer harassment, retaliation or adverse employment consequence. An employee who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment. This Whistleblower Policy is intended to encourage and enable employees and others to raise serious concerns within Time Out, Inc., prior to seeking resolution outside Time Out, Inc.

Reporting Procedure

Time Out, Inc., has an open door policy and suggests that employees share their questions, concerns, suggestions, or complaints with their immediate supervisor. However, if you are not comfortable speaking with your supervisor, or you are not satisfied with your supervisor's response, you are encouraged to speak with anyone in management whom you are comfortable in approaching.

Supervisors are required to report suspected ethics violations to *Time Out's Compliance Officer*, who has specific and exclusive responsibility to investigate all reported violations. If you are not satisfied or uncomfortable with following Time Out's open door policy, individuals should contact Time Out's Compliance Officer directly.

Compliance Officer

The Compliance Officer is the Executive Director and is responsible for investigating and resolving all reported complaints and allegations concerning violations. The Compliance Officer has direct access to the Chairman of the Board of Directors and is required to report at least annually on compliance activity. In situations involving the Executive Director, the Chairman of the Board of Directors shall serve as the Compliance Officer.

Accounting and Auditing Matters

The Executive Committee of the Board of Directors shall address all reported concerns or complaints regarding corporate accounting practices, internal controls, or auditing. The Executive Committee consists of the Chairman, Vice Chairman, Treasurer, and Secretary of the Board of Directors. The Compliance Officer shall immediately notify the Executive Committee of the Board of Directors of any such complaint and work with the committee until the matter is resolved. In accounting and auditing matters involving the Executive Director, the Chairman of the Board of Directors shall serve as the Compliance Officer.

Acting in Good Faith

Anyone filing a complaint concerning a violation or suspected violation must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious disciplinary offense.

Handling of Reported Violations

The Compliance Officer will notify the sender and acknowledge receipt of the reported violation or suspected violation within five business days. All reports will be promptly investigated and appropriate corrective action will be taken if warranted by the investigation.

Compliance Contacts:

- Any supervisor
- Director of Operations
- Executive Director
- Chairman of the Board

The Compliance Committee is comprised of staff and supervisors from Time Out, Inc., except in situations involving the Executive Director and/or matters of accounting and auditing. A current board roster is posted in the main office at the shelter and is also available from all supervisors.

Policy adopted by the Time Out, Inc., Board of Directors on April 13, 2010.

Volunteer Name
Revised 02/11

Date

CRIMINAL HISTORY SELF DISCLOSURE AFFIDAVIT

Your fingerprints will be submitted to the Arizona Department of Public Safety (DPS) and the Federal Bureau of Investigation (FBI) for a criminal history check. Your self-disclosure on this affidavit and the information provided by your criminal history check will be used, as authorized by Public Law and Arizona Revised Statutes, to help us determine your fitness to have unsupervised access to vulnerable persons. **Your failure to disclose true and accurate information on this affidavit will be sufficient grounds to end your employment or to deny, suspend, or revoke your license and may be referred to the State Attorney General's Office for prosecution.**

Be sure that you go over all five (5) pages of the self-disclosure affidavit.

You have the right to obtain a copy of any background check report and challenge the accuracy or completeness of information contained in the report. If you challenge the information, you also have a right to prompt determination as to the validity of your challenge. To obtain a copy of your background check report, contact the DPS Records Unit, ACJIS Division at (602) 223-2222.

YOUR NAME (First, Middle, Last)	DATE OF BIRTH (MM/DD/YY)
ADDRESS (No., Street, Apt. No., City, State, ZIP)	

Check one of the following and provide information as directed:

- I have not been convicted of nor am I under pending indictment for any crimes.
- I have been convicted of or I am under pending indictment for the following crime(s) (provide dates, location/jurisdiction, circumstances and outcome-attach additional pages as needed).

ALSO – Check one of the following:

- I am not subject to registration as a sex offender in Arizona or in any other jurisdiction.
- I am subject to registration as a sex offender in Arizona or in any other jurisdiction. (If you are subject to registration as a sex offender in this state or any other jurisdiction, DPS will deny you a Level 1 Fingerprint Clearance Card and you **WILL NOT** be eligible to appeal the decision.)

I certify that I understand this affidavit. My self-disclosure is true, accurate, and complete to the best of my knowledge.

Your Signature

Date

Notary Public

State of Arizona, County of _____

Subscribed and sworn or affirmed and acknowledged before me this _____ day of _____, 20____

Commission Expiration date

Notary Public's Signature

Non-Appealable Offenses

Are you awaiting trial for or have you ever been convicted of committing, attempting to commit, soliciting or facilitating or conspiring to commit one or more of these crimes in this state or a similar crime in another jurisdiction? Mark "Yes" or "No" as applicable.

If you are subject to registration as a sex offender in this state or any other jurisdiction, or awaiting trial on or been convicted of committing, attempting to commit, soliciting or facilitating, or conspiring to commit one or more of the crimes in this section DPS will deny you a Level 1 Fingerprint Clearance Card and you **WILL NOT** be eligible to appeal the decision.

Expunged convictions from any court other than juvenile court must be identified.

- | YES | NO | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. Sexual abuse of vulnerable adult |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Incest |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. Homicide, including first or second-degree murder, manslaughter and negligent homicide |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. Sexual assault |
| <input type="checkbox"/> | <input type="checkbox"/> | 5. Sexual exploitation of a minor or vulnerable adult |
| <input type="checkbox"/> | <input type="checkbox"/> | 6. Commercial sexual exploitation of a minor or vulnerable adult |
| <input type="checkbox"/> | <input type="checkbox"/> | 7. Child prostitution as prescribed in A.R.S. § 13-3212 |
| <input type="checkbox"/> | <input type="checkbox"/> | 8. Child abuse |
| <input type="checkbox"/> | <input type="checkbox"/> | 9. Felony child neglect |
| <input type="checkbox"/> | <input type="checkbox"/> | 10. Sexual conduct with a minor |
| <input type="checkbox"/> | <input type="checkbox"/> | 11. Molestation of a child or vulnerable adult |
| <input type="checkbox"/> | <input type="checkbox"/> | 12. Dangerous crime against children as defined in A.R.S. § 13-705 |
| <input type="checkbox"/> | <input type="checkbox"/> | 13. Exploitation of minors involving drug offenses |
| <input type="checkbox"/> | <input type="checkbox"/> | 14. Taking a child for the purposes of prostitution as defined in A.R.S. § 13-3206 |
| <input type="checkbox"/> | <input type="checkbox"/> | 15. Neglect or abuse of a vulnerable adult |
| <input type="checkbox"/> | <input type="checkbox"/> | 16. Sex trafficking |
| <input type="checkbox"/> | <input type="checkbox"/> | 17. Sexual abuse |
| <input type="checkbox"/> | <input type="checkbox"/> | 18. Production, publication, sale, possession and presentation of obscene items as prescribed in A.R.S. § 13-3506 |
| <input type="checkbox"/> | <input type="checkbox"/> | 19. Furnishing harmful items to minors as prescribed in A.R.S. § 13-3506 |
| <input type="checkbox"/> | <input type="checkbox"/> | 20. Furnishing harmful items to minors by internet activity as prescribed in A.R.S. § 13-3506.01 |
| <input type="checkbox"/> | <input type="checkbox"/> | 21. Obscene or indecent telephone communications to minors for commercial purposes as prescribed in A.R.S. § 13-3512 |
| <input type="checkbox"/> | <input type="checkbox"/> | 22. Luring a minor for sexual exploitation |
| <input type="checkbox"/> | <input type="checkbox"/> | 23. Enticement of persons for purposes of prostitution |
| <input type="checkbox"/> | <input type="checkbox"/> | 24. Procurement by false pretenses of persons for purposes of prostitution |
| <input type="checkbox"/> | <input type="checkbox"/> | 25. Procuring or placing persons in a house of prostitution |
| <input type="checkbox"/> | <input type="checkbox"/> | 26. Receiving earnings of a prostitute |
| <input type="checkbox"/> | <input type="checkbox"/> | 27. Causing one's spouse to become a prostitute |
| <input type="checkbox"/> | <input type="checkbox"/> | 28. Detention of persons in a house of prostitution for debt |
| <input type="checkbox"/> | <input type="checkbox"/> | 29. Keeping or residing in a house of prostitution or employment in prostitution |
| <input type="checkbox"/> | <input type="checkbox"/> | 30. Pandering |
| <input type="checkbox"/> | <input type="checkbox"/> | 31. Transporting persons for the purpose of polygamy and concubinage |
| <input type="checkbox"/> | <input type="checkbox"/> | 32. Portraying adult as a minor as prescribed in A.R.S. § 13-3555 |
| <input type="checkbox"/> | <input type="checkbox"/> | 33. Admitting minors to public displays of sexual conduct as prescribed in A.R.S. § 13-3558 |
| <input type="checkbox"/> | <input type="checkbox"/> | 34. Any felony offense involving contributing to the delinquency of a minor |
| <input type="checkbox"/> | <input type="checkbox"/> | 35. Unlawful sale or purchase of children |
| <input type="checkbox"/> | <input type="checkbox"/> | 36. Child bigamy |
| <input type="checkbox"/> | <input type="checkbox"/> | 37. Any felony offense involving domestic violence as defined in A.R.S. § 13-3601, except for a felony offense only involving criminal damage in an amount more than \$250, but less than \$1000 if the offense was committed before July 1, 2009. |
| <input type="checkbox"/> | <input type="checkbox"/> | 38. Felony indecent exposure |
| <input type="checkbox"/> | <input type="checkbox"/> | 39. Felony public sexual indecency |
| <input type="checkbox"/> | <input type="checkbox"/> | 40. Felony driving under the influence, driving under the extreme influence or aggravated driving under the influence if committed within 5 years of the date you apply for a Level 1 Clearance Card. |
| <input type="checkbox"/> | <input type="checkbox"/> | 41. Terrorism |
| <input type="checkbox"/> | <input type="checkbox"/> | 42. Any offense involving a violent crime as defined in A.R.S. § 13-901.03 |

Appealable 5 Years After Conviction

The following **felony** offenses are non-appealable if committed within 5 years before the date you apply for a Level 1 Fingerprint Clearance Card. If you have been convicted of committing, attempting to commit, soliciting or facilitating or conspiring to commit one or more of the crimes in this section *within 5 years* of applying for a Level 1 Fingerprint Clearance Card, DPS will deny you a Level 1 Fingerprint Clearance Card and you **WILL NOT** be eligible to appeal the denial.

If the conviction was *more than 5 years* before you apply for a Level 1 Fingerprint Clearance Card, DPS will deny you a Level 1 Fingerprint Clearance Card, but you will be eligible to appeal the denial to the Arizona Board of Fingerprinting.

Mark "Within 5 Years," "Over 5 Years" or "No" as applicable.

WITHIN 5 YEARS	OVER 5 YEARS	NO	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. Endangerment
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. Threatening or intimidating
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Assault
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4. Aggravated assault
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5. Unlawfully administrating intoxicating liquors, narcotic drugs or dangerous drugs
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6. Dangerous or deadly assault by prisoner or juvenile
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7. Prisoners who commit assault with intent to incite riot or participate in riot
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8. Assault by vicious animals
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9. Drive by shooting
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10. Assaults on public safety employees or volunteers and state hospital employees
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11. Discharging a firearm at a structure
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	12. Prisoner assault with bodily fluids
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	13. Aiming a laser pointer at a peace officer
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	14. Possession and sale of peyote
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15. Possession and sale of a vapor-releasing substance containing a toxic substance
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16. Selling or giving nitrous oxide to underage persons
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17. Sale of regulated chemicals
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	18. Sale of precursor chemicals
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	19. Production or transportation of marijuana
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	20. Possession, use or sale of marijuana, dangerous drugs or narcotic drugs
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	21. Possession, use, administration, acquisition, sale, manufacture or transportation of prescription-only drugs
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	22. Administration, acquisition, manufacture or transportation of dangerous drugs or narcotic drugs
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	23. Manufacturing methamphetamine under circumstances that cause physical injury to a minor under the age of 15
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	24. Involving or using minors in drug offenses
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	25. Possession, use, sale or transfer of marijuana, peyote, prescription drugs, dangerous drugs, or narcotic drugs or manufacture of dangerous drugs in a drug-free school zone
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	26. Possession, manufacture, delivery and advertisement of drug paraphernalia
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	27. Use of wire communication or electronic communication in drug-related transactions
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	28. Using a building for sale or manufacture of dangerous or narcotic drugs
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	29. Manufacture or distribution of prescription-only drug
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	30. Manufacture, distribution, or possession with intent to use imitation controlled substances, imitation prescription-only drugs or imitation over-the-counter drugs
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	31. Manufacture of certain substances and drugs by certain means

Appealable Offenses

Are you awaiting trial for or have you ever been convicted of committing, attempting to commit, soliciting or facilitating or conspiring to commit one or more of these crimes in this state or a similar crime in another jurisdiction? Mark "Yes" or "No" as applicable.

If you are awaiting trial on or been convicted of committing, attempting to commit, soliciting or facilitating or conspiring to commit one or more of these crimes, DPS will deny you a Level I Fingerprint Clearance Card, but you will be eligible to appeal the decision to the Arizona Board of Fingerprinting.

- | YES | NO | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. Theft |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Theft by extortion |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. Shoplifting |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. Forgery |
| <input type="checkbox"/> | <input type="checkbox"/> | 5. Criminal possession of a forgery device |
| <input type="checkbox"/> | <input type="checkbox"/> | 6. Obtaining a signature by deception |
| <input type="checkbox"/> | <input type="checkbox"/> | 7. Criminal impersonation |
| <input type="checkbox"/> | <input type="checkbox"/> | 8. Theft of a credit card or obtaining a credit card by fraudulent means |
| <input type="checkbox"/> | <input type="checkbox"/> | 9. Receipt of anything of value obtained by fraudulent use of a credit card |
| <input type="checkbox"/> | <input type="checkbox"/> | 10. Forgery of a credit card |
| <input type="checkbox"/> | <input type="checkbox"/> | 11. Fraudulent use of a credit card |
| <input type="checkbox"/> | <input type="checkbox"/> | 12. Possession of any machinery, plate or other contrivance or incomplete credit card |
| <input type="checkbox"/> | <input type="checkbox"/> | 13. False statements as to financial condition or identity to obtain a credit card |
| <input type="checkbox"/> | <input type="checkbox"/> | 14. Fraud by persons authorized to provide goods or services |
| <input type="checkbox"/> | <input type="checkbox"/> | 15. Credit card record theft |
| <input type="checkbox"/> | <input type="checkbox"/> | 16. Misconduct involving weapons |
| <input type="checkbox"/> | <input type="checkbox"/> | 17. Misconduct involving explosives |
| <input type="checkbox"/> | <input type="checkbox"/> | 18. Depositing explosives |
| <input type="checkbox"/> | <input type="checkbox"/> | 19. Misconduct involving simulated explosives |
| <input type="checkbox"/> | <input type="checkbox"/> | 20. Concealed weapon violation |
| <input type="checkbox"/> | <input type="checkbox"/> | 21. Misdemeanor indecent exposure |
| <input type="checkbox"/> | <input type="checkbox"/> | 22. Misdemeanor public sexual indecency |
| <input type="checkbox"/> | <input type="checkbox"/> | 23. Aggravated criminal damage |
| <input type="checkbox"/> | <input type="checkbox"/> | 24. Adding poison or other harmful substance to food, drink or medicine |
| <input type="checkbox"/> | <input type="checkbox"/> | 25. A criminal offense involving criminal trespass and burglary under Title 13, Chapter 15 |
| <input type="checkbox"/> | <input type="checkbox"/> | 26. A criminal offense involving organized crime or fraud as prescribed in Title 13, Chapter 23, except terrorism |
| <input type="checkbox"/> | <input type="checkbox"/> | 27. Misdemeanor offenses involving child neglect |
| <input type="checkbox"/> | <input type="checkbox"/> | 28. Misdemeanor offenses involving contributing to the delinquency of a minor |
| <input type="checkbox"/> | <input type="checkbox"/> | 29. Misdemeanor offenses involving domestic violence as defined in A.R.S. § 13-3601 |
| <input type="checkbox"/> | <input type="checkbox"/> | 30. Felony offenses involving domestic violence if the offense only involved criminal damage in the amount of \$250 but less than \$1000 and the offense was committed before July 1, 2009. |
| <input type="checkbox"/> | <input type="checkbox"/> | 31. Arson |
| <input type="checkbox"/> | <input type="checkbox"/> | 32. Criminal damage |
| <input type="checkbox"/> | <input type="checkbox"/> | 33. Misappropriation of charter school monies as prescribed in A.R.S. § 13-1818 |
| <input type="checkbox"/> | <input type="checkbox"/> | 34. Taking identity of another person or entity |
| <input type="checkbox"/> | <input type="checkbox"/> | 35. Aggravated taking identity of another person or entity |
| <input type="checkbox"/> | <input type="checkbox"/> | 36. Trafficking in the identity of another person or entity |
| <input type="checkbox"/> | <input type="checkbox"/> | 37. Cruelty to animals |
| <input type="checkbox"/> | <input type="checkbox"/> | 38. Prostitution as described in A.R.S. § 13-3214 |
| <input type="checkbox"/> | <input type="checkbox"/> | 39. Sale or distribution of material harmful to minors through vending machines as prescribed in A.R.S. § 13-3513 |
| <input type="checkbox"/> | <input type="checkbox"/> | 40. Welfare fraud |
| <input type="checkbox"/> | <input type="checkbox"/> | 41. Kidnapping |
| <input type="checkbox"/> | <input type="checkbox"/> | 42. Robbery, aggravated robbery or armed robbery |
| <input type="checkbox"/> | <input type="checkbox"/> | 43. Misdemeanor endangerment |
| <input type="checkbox"/> | <input type="checkbox"/> | 44. Misdemeanor threatening or intimidating |

- | YES | NO | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 45. Misdemeanor assault |
| <input type="checkbox"/> | <input type="checkbox"/> | 46. Misdemeanor aggravated assault |
| <input type="checkbox"/> | <input type="checkbox"/> | 47. Misdemeanor unlawfully administering intoxicating liquor, narcotic drugs or dangerous drugs |
| <input type="checkbox"/> | <input type="checkbox"/> | 48. Misdemeanor dangerous or deadly assault by prisoner or juvenile |
| <input type="checkbox"/> | <input type="checkbox"/> | 49. Misdemeanor prisoners who commit assault with intent to incite riot or participate in riot |
| <input type="checkbox"/> | <input type="checkbox"/> | 50. Misdemeanor assault by vicious animals |
| <input type="checkbox"/> | <input type="checkbox"/> | 51. Misdemeanor drive-by shooting |
| <input type="checkbox"/> | <input type="checkbox"/> | 52. Misdemeanor assaults on public safety employees or volunteers and state hospital employees |
| <input type="checkbox"/> | <input type="checkbox"/> | 53. Misdemeanor discharging a firearm at a structure |
| <input type="checkbox"/> | <input type="checkbox"/> | 54. Misdemeanor prisoner assault with bodily fluids |
| <input type="checkbox"/> | <input type="checkbox"/> | 55. Misdemeanor aiming a laser pointer at a peace officer |
| <input type="checkbox"/> | <input type="checkbox"/> | 56. Misdemeanor possession and sale of peyote |
| <input type="checkbox"/> | <input type="checkbox"/> | 57. Misdemeanor possession and sale of a vapor-releasing substance containing a toxic substance |
| <input type="checkbox"/> | <input type="checkbox"/> | 58. Misdemeanor selling or giving nitrous oxide to underage persons |
| <input type="checkbox"/> | <input type="checkbox"/> | 59. Misdemeanor sale of regulated chemicals |
| <input type="checkbox"/> | <input type="checkbox"/> | 60. Misdemeanor sale of precursor chemicals |
| <input type="checkbox"/> | <input type="checkbox"/> | 61. Misdemeanor production or transportation of marijuana |
| <input type="checkbox"/> | <input type="checkbox"/> | 62. Misdemeanor possession, use or sale of marijuana, dangerous drugs or narcotic drugs |
| <input type="checkbox"/> | <input type="checkbox"/> | 63. Misdemeanor possession, use, administration, acquisition, sale, manufacture or transportation of prescription-only drugs |
| <input type="checkbox"/> | <input type="checkbox"/> | 64. Misdemeanor administration, acquisition, manufacture or transportation of dangerous drugs or narcotic drugs |
| <input type="checkbox"/> | <input type="checkbox"/> | 65. Misdemeanor manufacturing methamphetamine under circumstances that cause physical injury to a minor under the age of 15 |
| <input type="checkbox"/> | <input type="checkbox"/> | 66. Misdemeanor involving or using minors in drug offenses |
| <input type="checkbox"/> | <input type="checkbox"/> | 67. Misdemeanor possession, use, sale or transfer of marijuana, peyote, prescription drugs, dangerous drugs, or narcotic drugs or manufacture of dangerous drugs in a drug-free school zone |
| <input type="checkbox"/> | <input type="checkbox"/> | 68. Misdemeanor possession, manufacture, delivery and advertisement of drug paraphernalia |
| <input type="checkbox"/> | <input type="checkbox"/> | 69. Misdemeanor use of wire communication or electronic communication in drug-related transactions |
| <input type="checkbox"/> | <input type="checkbox"/> | 70. Misdemeanor using a building for sale or manufacture of dangerous or narcotic drugs |
| <input type="checkbox"/> | <input type="checkbox"/> | 71. Misdemeanor manufacture or distribution of prescription-only drug |
| <input type="checkbox"/> | <input type="checkbox"/> | 72. Misdemeanor manufacture, distribution, or possession with intent to use imitation controlled substances, imitation prescription-only drugs or imitation over-the-counter drugs |
| <input type="checkbox"/> | <input type="checkbox"/> | 73. Misdemeanor manufacture of certain substances and drugs by certain means |

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