

NEW YORK STATE CRIMINAL RECORD SEARCH ORDER FORM

Please fill out this Service Order and email it to us with your payment.
Since this type of search is expensive, payment is required in advance.
Go to <https://nynotaryforyou.com/pay.html> for payment options.

NOTARY & APOSTILLE SERVICE, INC
409 44th Street
COPIAGUE, NY 11726-1009, US
1-866-518-5115

ENTER YOUR LAST NAME, FIRST NAME & DATE OF BIRTH

LAST NAME: _____ < - LAST Name

First Name: _____ ← First Name only

Date of Birth: _____ Format the date as MM/DD/YYYY

RETURN DOCUMENTS TO

| | |
|-------------------------|--|
| Name: | |
| Company (optional): | |
| Street Address: | |
| City/State/Zip/Country: | |
| Phone: | |
| Email address: | |

RESULTS can be returned by

- USA USPS Priority USA USPS Express USPS FedEx USA Overnight
 International USPS Priority International USPS Express USPS FedEx International

PAYMENT OPTIONS

For payment go to <https://nynotaryforyou.com> CONTACT US > PAY NOW or request a QuickBooks Invoice

Disclaimer

You acknowledges that this is not a nationwide search & your LAST Name, First Name & Date of Birth as entered above will be submitted to the New York State Court Administration to search though all New York State Court Records for public records relating to any open/pending and convictions of criminal cases originating from any County/Supreme, City, Town and Village courts of all 62 counties of New York State. Sealed records are not disclosed. This search only uses your LAST name, First name & your birthday as entered above. If you include your middle name or initial as part of your first name you may not receive accurate search results. The records search will be certified by the Court Administration & Authenticated by the County Clerk Office if required. This service does not include an apostille. You must fill out the Apostille Order form. *If you make a mistake in how you entered your name & or birth date & the report is run. You must fill out a new request form with the correct information.* There may be a reduction in the service fee depending on the amount of work completed. Payment is required in advance before the Criminal History Record Check report can begin. There is absolutely **NO REFUND** once your order has been run for a background record check.

Total Cost _____

Please provide a copy of your payment if paid online or contact us with your information.

| | | | |
|------------|-----------|--------------|---------------|
| Invoice #: | Recvd on: | Tracking in: | Tracking out: |
|------------|-----------|--------------|---------------|

NYS CBRC Base fee _____

If you have Questions you can call us: USA 1-866-518-5115 ext 1, outside the US +1-718-569-7422 or email us at: AL.MURRAY@GMAIL.COM This Online form works best in Internet Explorer 9 and was created using Acrobat 9 Standard, if you have a problem filling out this form online; save the form to your computer & fill-in separate from your internet browser, Also, please check for an update to your acrobat program for any issues as the form may use features not in your current version of Acrobat. Revised: September 14, 2021