BCS/LCE-020 (12/03)

State of Michigan
Department of Labor & Economic Growth
Bureau of Commercial Services
Licensing Division
P.O. Box 30018 — Lansing, MI 48909

Board Office Use Only
” Process ” Refer to Enforcement
Date:
By:

REQUEST FOR CONVICTION HISTORY

RE: Application for

Board:	License Type:

This office is in receipt of your recent application for licensure/registration. In accordance with The Former Offenders Act, 1974 P.A. 381, as amended, this is to provide you with an opportunity to explain your affirmative response to the question(s) on your application which asked if you had been convicted of a felony or misdemeanor. With this Notice of Incomplete Application, **the processing of your application is being delayed until this information is received.**

All requirements for licensure/registration shall be completed by the applicant within 1 year after the date of a Notice of Incomplete Application. If the requirements are not completed, the fees paid shall be forfeited to the Department and the application shall be void. [MCL 339.409(3)]

REPORT ALL CONVICTIONS. Use the back of this form or an attachment if you wish to provide additional information. If you are unsure of exact details, respond to the best of your knowledge. Failure to provide the information may result in the denial of your application.

1. Your name when convicted:	2. Indicate conviction(s) for which you were charged:
3. Name and address of sentencing court(s):	4. Date of conviction(s) and sentence(s):

5. Check **Yes** or **No** to the following:

A. Current Inmate? **K** ☐ Yes ☐ No

B. Currently on Probation/Parole? **K** ☐ Yes ☐ No

C. Name, address and telephone number of correctional facility, probation officer, or parole office, if applicable:

6. Release date from custody, probation or parole:	7. Rehabilitation programs enrolled in or completed:

I hereby certify that the statements and facts provided are true and accurate to the best of my knowledge.

Signature	***Date***

The information requested on this form is required under 1980 P.A. 299, as amended, and will be used to process your application. Failure to furnish the information may result in the denial of your application..