



SEARCH DESCRIPTIONS & COURT FEE SCHEDULE



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Search Descriptions

Identity Research - “Person Search”

Scope: 7-years

Description: The Person Search identifies prior address history, and is based upon information found in credit header reports from the three major credit bureaus. In conjunction with the information obtained from the applicant, addresses located on the person search are used to identify jurisdictions to be searched for criminal records. Additionally, alias names can also be listed which proves helpful in further identifying criminal activity of an individual who uses or has used an alias name.

The Person Search also examines the Social Security Number to ensure that it is within a valid range and identifies the state and year of issuance. The number is also checked against the deceased records of the Social Security Administration, providing protection against SSN fraud.

It is important that the organization ask for a state or federally issued identification to ensure that the applicant identification matches the likeness of the person providing the application information. Misrepresenting one’s identity is the most basic way a person with a criminal record can gain access to vulnerable populations.



County Records Search

Scope: Minimum of 7-years

Description: Most sexual abuse and violent behavior criminal records are maintained at the county level. This is the most reliable source to hand-retrieve up-to-date criminal records searches by a nationwide network of experienced court

researchers. County Records should be used as the baseline screening of applicants.

The County Records Search reports felony and misdemeanor convictions, and searches go back at least 7 years per FCRA regulations. This search is limited to the applicant’s county of residence(s). If the applicant is new to the county or lives/works in an area that serves several counties, an organization may request additional counties for a hand-retrieved county search.

Court access fees may apply and vary from county to county.

Statewide Records Search

Scope: Minimum of 7-years

Description: A statewide report broadens the search for criminal records by checking multiple counties and looks for criminal records at every available courthouse within that state. This is an ideal expansion to the County Criminal Search.

Available Information may vary from state to state. Not all states have this search available. Court access fees may apply and vary from state to state.

Federal Court Criminal Search

Scope: Minimum of 7-years

Description: Federal Criminal Records Search identifies criminal convictions on federal charges. This is particularly relevant in identifying arrests and/or convictions for charges related to pornographic exploitation of children. This is also relevant for screening management and executive candidates for white-collar and financial crimes. Some employment contracts require federal criminal records searches as part of a screening package.

Multi-Jurisdictional Criminal Database/Alias Search

Scope: Minimum of 7-years

Description: This is a computerized search of a massive database of over 500 million records. The database being searched contains records from:

- State databases
- Criminal records from state agencies such as County Courts, Department of Public Safety, Department of Corrections, and Administrative Office of Courts
- Computerized Sex Offender Registries in all available States
- The Government Terrorist Watch List for all 50 States
- The Office of Inspector General and GSA excluded parties list
- Alias search includes all names associated with that specific social security number



What we need to know: Though this sounds impressive, this is a basic multi-jurisdictional database search. This is the primary product being sold by background check vendors and is often represented as having values it does not have. The multi-jurisdictional database search has significant limitations, the most important of which is the incompleteness of the data (not all records are available, some record sources are not computerized, some states/counties do not sell records, etc.).

Despite its limitations, this search is affordable for most organizations; if your organization is not limited by budgetary concerns, it is highly recommended that you consider a search that adds additional search components – especially county searches.

All conviction records reported will be verified at the county of jurisdiction. Additional court access fees may apply and vary from county to county.

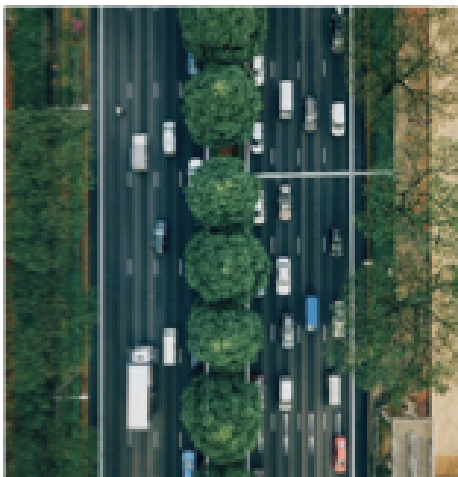
*Not recommended as a stand-alone search.

National Sex Offender Registry

Scope: Active registrants

Description: A Sex Offender Registry Search retrieves all individual state sex offender registries to provide information on sex offenders that are required to publicly register within their state as sexual/violent offenders.

What we need to know: Less than 10% of sexual abusers will encounter the criminal justice system – much less be convicted of a registration-level offense. This is a search element we must include, but it cannot give us a false sense of security that this registry identifies all of the people that wish to hurt the vulnerable.



Motor Vehicle Report (MVR)

Scope: 7-year scope maximum, varies per state

Description: Motor Vehicle Records (MVR) reports statewide driving records, including Commercial Driver's License status (CDL) for at least 3 years, oftentimes up to 7 years. We recommend screening motor vehicle records for any position requiring driving, such as transportation of children or other program participants, delivery, trucking, DOT compliance, or any use of company vehicles.

County Court Fee Schedules

State	County	Fee
Alabama	All Counties	\$1.00
California	Alpine	\$15.00
California	Colusa	\$15.00
California	Imperial	\$15.00
California	Humboldt	\$15.00
California	Inyo	\$15.00
California	Lassen	\$15.00
California	Los Angeles	\$5.00
California	Mariposa	\$15.00
California	Mendocino	\$15.00
California	Modoc	\$15.00
California	Mono	\$15.00
California	Riverside	\$1.00
California	San Francisco	\$0.25
California	Trinity	\$15.00
Colorado	All Counties	\$0.75
Florida	Gadsden	\$2.00
Florida	Glades	\$2.00
Florida	Gulf	\$2.00
Florida	Hamilton	\$2.00
Florida	Madison	\$2.00
Florida	Sumter	\$4.50
Florida	Suwannee	\$20.00
Florida	Taylor	\$2.00
Florida	Union	\$2.00
Florida	Walton	\$2.00
Florida	Washington	\$2.00
Hawaii	All counties	\$2.50
Kansas	Atchison	\$2.50
Kansas	Barber	\$2.50
Kansas	Barton	\$2.50

State	County	Fee
Kansas	Brown	\$2.50
Kansas	Chase	\$2.50
Kansas	Cheyenne	\$2.50
Kansas	Clark	\$2.50
Kansas	Cloud	\$2.50
Kansas	Comanche	\$2.50
Kansas	Decatur	\$2.50
Kansas	Doniphan	\$2.50
Kansas	Edwards	\$2.50
Kansas	Ellis	\$2.50
Kansas	Ellsworth	\$2.50
Kansas	Finney	\$2.50
Kansas	Ford	\$2.50
Kansas	Gove	\$2.50
Kansas	Graham	\$2.50
Kansas	Grant	\$2.50
Kansas	Greenley	\$2.50
Kansas	Grey	\$2.50
Kansas	Hamilton	\$2.50
Kansas	Harper	\$2.50
Kansas	Harvey	\$2.50
Kansas	Haskell	\$2.50
Kansas	Hodgeman	\$2.50
Kansas	Jackson	\$2.50
Kansas	Jefferson	\$2.50
Kansas	Jewell	\$2.50
Kansas	Kearny	\$2.50
Kansas	Kingman	\$2.50
Kansas	Kiowa	\$2.50
Kansas	Lane	\$2.50
Kansas	Lincoln	\$2.50

County Court Fee Schedules

State	County	Fee
Kansas	Logan	\$2.50
Kansas	Lyon	\$2.50
Kansas	Marshall	\$2.50
Kansas	McPherson	\$2.50
Kansas	Meade	\$2.50
Kansas	Mitchell	\$2.50
Kansas	Morton	\$2.50
Kansas	Nemaha	\$2.50
Kansas	Ness	\$2.50
Kansas	Norton	\$2.50
Kansas	Osborne	\$2.50
Kansas	Ottawa	\$2.50
Kansas	Pawnee	\$2.50
Kansas	Phillips	\$2.50
Kansas	Pottawatomie	\$2.50
Kansas	Pratt	\$2.50
Kansas	Rawlins	\$2.50
Kansas	Reno	\$2.50
Kansas	Republic	\$2.50
Kansas	Rice	\$2.50
Kansas	Rooks	\$2.50
Kansas	Rush	\$2.50
Kansas	Russell	\$2.50
Kansas	Saline	\$2.50
Kansas	Scott	\$2.50
Kansas	Sedgwick	\$2.50
Kansas	Seward	\$2.50
Kansas	Shawnee	\$2.50
Kansas	Sheridan	\$2.50
Kansas	Sherman	\$2.50
Kansas	Smith	\$2.50

State	County	Fee
Kansas	Stafford	\$2.50
Kansas	Stanton	\$2.50
Kansas	Stevens	\$2.50
Kansas	Sumner	\$2.50
Kansas	Thomas	\$2.50
Kansas	Trego	\$2.50
Kansas	Wabaunsee	\$2.50
Kansas	Wallace	\$2.50
Kansas	Washington	\$2.50
Kansas	Wichita	\$2.50
Kansas	Wyandotte	\$2.50
Louisiana	Evangeline	\$5.00
Louisiana	Orleans	\$10.00
Maine	Androscoggin	\$41.00
Maine	Aroostook	\$20.50
Maine	Cumberland	\$20.50
Maine	Franklin	\$20.50
Maine	Hancock	\$20.50
Maine	Kennebec	\$20.50
Maine	Knox	\$20.50
Maine	Lincoln	\$20.50
Maine	Oxford	\$20.50
Maine	Penobscot	\$20.50
Maine	Piscataquis	\$20.50
Maine	Sagadahoc	\$20.50
Maine	Somerset	\$20.50
Maine	Waldo	\$20.50
Maine	Washington	\$20.50
Michigan	Alcona	\$20.00
Michigan	Alger	\$20.00
Michigan	Alpena	\$20.00

County Court Fee Schedules

State	County	Fee
Michigan	Arenac	\$20.00
Michigan	Barago	\$15.00
Michigan	Barry	\$10.00
Michigan	Berrien	\$20.00
Michigan	Branch	\$20.00
Michigan	Cass	\$20.00
Michigan	Clare	\$23.00
Michigan	Delta	\$30.00
Michigan	Dickinson	\$20.00
Michigan	Emmet	\$5.00
Michigan	Gladwin	\$16.00
Michigan	Gogebic	\$50.00
Michigan	Graiot	\$12.00
Michigan	Hillsdale	\$20.00
Michigan	Houghton	\$40.00
Michigan	Huron	\$10.00
Michigan	Ionia	\$12.00
Michigan	Iosco	\$20.00
Michigan	Iron	\$40.00
Michigan	Kalkaska	\$5.00
Michigan	Keweenaw	\$10.00
Michigan	Lake	\$10.00
Michigan	Mackinac	\$20.00
Michigan	Marquette	\$20.00
Michigan	Mecosta	\$10.00
Michigan	Menominee	\$15.00
Michigan	Midland	\$5.00
Michigan	Missaukee	\$10.00
Michigan	Montcalm	\$19.00
Michigan	Montmorency	\$10.00
Michigan	Oceana	\$10.00
Michigan	Ogemaw	\$10.00

State	County	Fee
Michigan	Ontonagon	\$30.00
Michigan	Osceola	\$10.00
Michigan	Otsego	\$10.00
Michigan	Oscoda	\$20.00
Michigan	Presque Isle	\$5.00
Michigan	Roscommon	\$10.00
Michigan	Sanilac	\$20.00
Michigan	Schoolcraft	\$20.00
Michigan	Tuscola	\$10.00
Michigan	Van Buren	\$11.00
Michigan	Wexford	\$10.00
Mississippi	George	\$1.00
Mississippi	Greene	\$10.00
Mississippi	Hancock	\$10.00
Mississippi	Pearl River	\$5.00
Mississippi	Perry	\$15.00
Mississippi	Tippah	\$2.50
Mississippi	Warren	\$5.00
Montana	Beaverhead	\$10.00
Montana	Big Horn	\$25.00
Montana	Blaine	\$14.00
Montana	Broadwater	\$7.00
Montana	Carbon	\$10.00
Montana	Carter	\$28.00
Montana	Cascade	\$10.00
Montana	Chouteau	\$28.00
Montana	Custer	\$25.00
Montana	Daniels	\$14.00
Montana	Dawson	\$14.00
Montana	Deer Lodge	\$5.00
Montana	Fallon	\$39.00
Montana	Fergus	\$15.00

County Court Fee Schedules

State	County	Fee
Montana	Flat Head	\$25.00
Montana	Garfield	\$28.00
Montana	Glacier	\$28.00
Montana	Golden Valley	\$39.00
Montana	Granite	\$7.00
Montana	Hill	\$14.00
Montana	Jefferson	\$34.00
Montana	Judith Basin	\$28.00
Montana	Lake	\$10.00
Montana	Lewis and Clark	\$14.00
Montana	Liberty	\$28.00
Montana	Lincoln	\$14.00
Montana	Madison	\$14.00
Montana	McCone	\$39.00
Montana	Meagher	\$28.00
Montana	Mineral	\$25.00
Montana	Missoula	\$10.00
Montana	Musselshell	\$25.00
Montana	Park	\$25.00
Montana	Petroleum	\$28.00
Montana	Phillips	\$14.00
Montana	Pondera	\$3.50
Montana	Powder River	\$25.00
Montana	Prairie	\$14.00
Montana	Ravalli	\$5.00
Montana	Richland	\$39.00
Montana	Roosevelt	\$5.00
Montana	Rosebud	\$24.00
Montana	Sanders	\$25.00
Montana	Sheridan	\$14.00
Montana	Stillwater	\$14.00
Montana	Sweet Grass	\$28.00
Montana	Teton	\$17.50

State	County	Fee
Montana	Toole	\$15.00
Montana	Treasure	\$39.00
Montana	Valley	\$28.00
Montana	Wheatland	\$28.00
Montana	Wibaux	\$21.00
Nebraska	All Counties	\$21.00
Nevada	Carson City	\$0.50
Nevada	Churchill	\$0.50
Nevada	Douglas	\$0.50
Nevada	Elko	\$0.50
Nevada	Eureka	\$0.50
Nevada	Lander	\$0.50
Nevada	Lincoln	\$0.50
Nevada	Lyon	\$0.50
Nevada	Mineral	\$0.50
Nevada	Nye	\$0.50
Nevada	Storey	\$0.50
Nevada	White Pine	\$0.50
New Hampshire	Belknap	\$10.00
New Hampshire	Carroll	\$10.00
New Hampshire	Cheshire	\$10.00
New Hampshire	Coos	\$10.00
New Hampshire	Grafton	\$10.00
New Hampshire	Hillsborough	\$20.00
New Hampshire	Merrimack	\$10.00
New Hampshire	Rockingham	\$10.00
New Hampshire	Strafford	\$10.00
New Hampshire	Sullivan	\$10.00
New Jersey	All Counties	\$5.00
New York	Allegany	\$98.00
New York	Bronx	\$98.00
New York	Chemung	\$98.00
New York	Cortland	\$20.00

County Court Fee Schedules

State	County	Fee
New York	Cuyaga	\$98.00
New York	Erie	\$98.00
New York	Franklin	\$10.00
New York	Fulton	\$98.00
New York	Hamilton	\$20.00
New York	Kings	\$98.00
New York	Madison	\$10.00
New York	Montgomery	\$98.00
New York	Nassau	\$98.00
New York	New York	\$98.00
New York	Orleans	\$98.00
New York	Oswego	\$20.00
New York	Queens	\$98.00
New York	Rensselaer	\$98.00
New York	Richmond	\$98.00
New York	Saint Lawrence	\$15.00
New York	Schuyler	\$10.00
New York	Steuben	\$20.00
New York	Tompkins	\$20.00
New York	Wyoming	\$15.00
Puerto Rico	All Counties	\$21.00
South Dakota	All Counties	\$20.00
Tennessee	Benton	\$5.00
Tennessee	Bledsoa	\$5.00
Tennessee	Carroll	\$5.00
Tennessee	Humphreys	\$7.00
Tennessee	Johnson	\$10.00
Tennessee	Houston	\$1.00
Tennessee	Knox	\$15.00
Tennessee	Marion	\$3.00
Texas	Lubbock	\$4.00

State	County	Fee
Texas	Parmer	\$5.00
Texas	Refugio	\$10.00
Utah	All Counties	\$0.25
Vermont	Bennington	\$30.00
Vermont	Caledonia	\$30.00
Vermont	Essex	\$30.00
Vermont	Grand Isle	\$30.00
Vermont	Lamoille	\$30.00
Vermont	Orange	\$30.00
Vermont	Orleans	\$30.00
Vermont	Washington	\$30.00
Vermont	Windham	\$30.00
Vermont	Windsor	\$30.00
Virgin Islands	All Counties	\$21.00
Washington	All Counties	\$2.25
West Virginia	Hampshire	\$35.00
Wyoming	Albany	\$20.00
Wyoming	Big Horn	\$20.00
Wyoming	Campbell	\$20.00
Wyoming	Carbon	\$20.00
Wyoming	Converse	\$20.00
Wyoming	Crook	\$20.00
Wyoming	Fremont	\$20.00
Wyoming	Hot Springs	\$20.00
Wyoming	Johnson	\$20.00
Wyoming	Laramie	\$10.00
Wyoming	Lincoln	\$20.00
Wyoming	Natrona	\$20.00
Wyoming	Niobara	\$20.00
Wyoming	Park	\$20.00
Wyoming	Platte	\$20.00

County Court Fee Schedules

State	County	Fee
Wyoming	Sheridan	\$20.00
Wyoming	Sublette	\$20.00
Wyoming	Sweetwater	\$20.00
Wyoming	Teton	\$20.00
Wyoming	Washakie	\$20.00
Wyoming	Weston	\$20.00

State Criminal Court Fee Schedules

State	Fee
Alabama	\$1.65
Colorado	\$0.95
Florida	\$25.00
Georgia	\$1.00
Hawaii	\$6.75
Illinois	\$10.00
Indiana	\$15.00
Kansas	\$20.00
Kentucky	\$27.50
Maine	\$31.00
Michigan	\$10.00
Montana	\$20.00

State	Fee
Nebraska	\$0.50
New Jersey	\$5.00
New York	\$98.00
South Carolina	\$26.00
South Dakota	\$20.00
Tennessee	\$29.00
Texas	\$3.35
Utah	\$0.15
Vermont	\$30.00
Virginia	\$15.00
Washington	\$2.25

Motor Vehicle Fees

Jurisdiction	Court Access Fee
Alabama	\$10.00
Alaska	\$10.00
Arizona	\$6.00
Arkansas	\$13.00
California	\$2.00
Colorado	\$2.20
Connecticut	\$18.00
Delaware	\$25.00
District of Columbia	\$7.00
Florida	\$8.10
Georgia	\$6.00
Hawaii	\$23.00
Idaho	\$9.00
Illinois	\$12.00
Indiana	\$7.50
Iowa	\$10.30
Kansas	\$16.70
Kentucky	\$5.50
Louisiana	\$18.00
Maine	\$7.00
Maryland	\$12.00
Massachusetts	\$8.00
Michigan	\$11.00
Minnesota	\$5.00
Mississippi	\$14.00

Jurisdiction	Court Access Fee
Missouri	\$5.88
Montana	\$7.87
Nebraska	\$7.50
Nevada	\$8.00
New Hampshire	\$14.00
New Jersey	\$12.00
New Mexico	\$6.50
New York	\$7.00
North Carolina	\$10.75
North Dakota	\$3.00
Ohio	\$5.95
Oklahoma	\$27.50
Oregon	\$13.17
Pennsylvania	\$12.00
Rhode Island	\$21.00
South Carolina	\$7.25
South Dakota	\$5.00
Tennessee	\$7.50
Texas	\$6.50
Utah	\$11.00
Vermont	\$18.00
Virginia	\$8.00
Washington	\$13.00
West Virginia	\$12.50