

# Kansas Commission on Peace Officers' Standards and Training (KS-CPOST)

## Individual Request Form

(To Request Information on File in the Central Registry)

Pursuant to KSA 74-5611a this form must be completed by any person when requesting information from the Central Registry.

### Information Requested

Box 1

Pursuant to KSA 74-5611a, I hereby request that the information on file for the individual identified in Box 3 of this form be provided to me.

In-service training history

Certification Status Letter

Copy of Commission Certificate

Copies of all employment forms contained in the officer's Central Registry file, including copies of all Demographic, Status Change, and Terminated Officer Statements.

Copies of all employment forms submitted by the most recent employing agency

Printout of the computer record summarizing the officer's employment history as maintained in the Central Registry

### Reason for Release

Box 2

Employment background check

Personal Records

Other

### Officer Information

Box 3

File Number / Certification No.

Date of Birth

Name

Telephone Number

### Address to send records

Box 4

Name

Street Address

City

State

Zip Code

Email Address

### Certification

Box 5

By signing below, I certify that I am authorized to request these records.

Signature

Date

**Please allow 7-10 business days to fill request.**