



SLED CATCH

Citizens Access to Criminal Histories

ACCOUNT APPLICATION FORM Mail to: Accounts, SLED Data Center, P.O. Box 21398, SC 29221-1398

SCHOOL DISTRICT - TEACHERS/SUBSTITUTE TEACHERS ONLY

SCHOOL DISTRICT – BUS DRIVERS ONLY

Other CHARITABLE ORGANIZATIONS

} *Must check both blocks if authorized to search both categories.*

Current Charitable Account Verification # (if applicable) _____

BELOW FIELDS ARE REQUIRED. INCOMPLETE FORMS WILL BE RETURNED TO APPLICANT.

Organization Name: _____

Employer Identification Number (EIN): _____

Mailing Address: _____

Street Address: _____

City/State/Zip Code: _____

Main Telephone Number with Extension: _____

Name/Title – Contact Person: _____

E-Mail Address-Contact Person: _____

Security Verification Code (minimum of 8 characters): _____

(EX: mother’s maiden name, father’s middle name, city where born, first pet’s name, etc.)

TERMS AND CONDITIONS

1. Applications are used to verify status for charitable organizations requesting reduced records check fees (\$8 per check).
2. Applications for charitable accounts must include a copy of the IRS documentation of Section 501 (C)(3) status for SLED’s review.
3. Accounts may be used with name based checks via internet or mail. Account usage on internet requires User ID/Password.
4. Name of person to perform records checks is the individual designated within your organization to use the account.
5. Security code must be a minimum of 8 characters and will only be needed if the user requests a password reset from SLED.
6. Account misuse (e.g. charitable account used for non-charitable purposes) is subject to applicable criminal/civil penalties.
7. Accounts will be periodically audited by SLED to identify any misuse.

The unauthorized use of a user name and password of a charitable organization or a local school district is strictly prohibited and could constitute the crime of obtaining signature or property by false pretenses. South Carolina Code Ann. § 16-30-240 states, "A person who by false pretense or representation obtains the signature of a person to a written instrument or obtains from another person any chattel, money, valuable security, or other property, real or personal, with intent to cheat and defraud a person of that property," is guilty of obtaining signature or property by false pretenses.



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ADDITIONAL USER APPLICATION FORM Mail to: Accounts, SLED Data Center, P.O. Box 21398, SC 29221-1398

SCHOOL DISTRICT - TEACHER/SUBSTITUTE TEACHER ONLY

SCHOOL DISTRICT – BUS DRIVERS ONLY

Other CHARITABLE ORGANIZATIONS

} *Must check both blocks if authorized to search both categories.*

Current Charitable Account Verification (if applicable): _____

BELOW FIELDS ARE REQUIRED. INCOMPLETE FORMS WILL BE RETURNED TO APPLICANT.

Organization Name: _____

Employer Identification Number (EIN): _____

Mailing Address: _____

Street Address: _____

City/State/Zip Code: _____

Main Telephone Number with Extension: _____

Name/Title – Point of Contact: _____

Point of Contact E-Mail: _____

Security Verification Code (minimum of 8 characters): _____

(EX: mother’s maiden name, father’s middle name, city where born, first pet’s name, etc.)

TERMS AND CONDITIONS

1. Application for additional user must include a copy of the IRS documentation of Section 501 (C)(3) status for the charitable organization for SLED’s review.
2. Additional name of person to perform record checks is the individual designated within your organization to use the account.
3. Email address listed above must be of the Point of Contact listed on original application.
4. Additional user ID will be emailed directly to the Point of Contact listed on the original application.

Additional User Name: _____

Point of Contact Signature: _____

The unauthorized use of a user name and password of a charitable organization or a local school district is strictly prohibited and could constitute the crime of obtaining signature or property by false pretenses. South Carolina Code Ann. § 16-30-240 states, "A person who by false pretense or representation obtains the signature of a person to a written instrument or obtains from another person any chattel, money, valuable security, or other property, real or personal, with intent to cheat and defraud a person of that property," is guilty of obtaining signature or property by false pretenses.