

**VOLUNTEERS SERVING YOUTH
CRIMINAL BACKGROUND CHECK**

REFERRAL FORM

Foundation Name: _____
Fund Name (for payment): _____

SELECT PURPOSE
1. Name of Specific Event _____
2. General Authorization _____

	Name	Address	Email	Affiliate Board Member YES or NO	Community Volunteer YES or NO
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

Send this Referral Form to: Melinda Newell, melinda@centralkansascf.org
Becky will then notify Safety Committee of Referrals to prompt distribution of Invitation to Apply Letter and Instructions

FEE: The current cost for criminal background check is \$19.45. When volunteers apply online, they will **not** be prompted to pay. CKCF will direct payment to the Fund as identified above.

Reimbursement Process: Volunteers may send their \$19.45 contribution to the address below to offset the cost, unless alternative arrangement were agreed to:

CKCF
301 N. Main, Suite 200
Newton, KS 67114
Memo: Background Check