



M. JAY FARR
CHIEF OF POLICE

ARLINGTON COUNTY POLICE DEPARTMENT

PERSONNEL AND RECRUITMENT UNIT
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Have you ever been indicted, charged with or convicted of a criminal or disorderly offense in any State or in any other jurisdiction? (For the purpose of this question, the words "arrested" or "indicted", etc., including any detaining or taking into custody by any police or other law enforcement authorities.)

YES _____ NO _____

PLEASE READ THE FOLLOWING

Since you are applying for a public safety position, you **must** list all arrests and convictions. Failure to disclose the required information may result in your name being removed from the eligible roster for falsifying your application, or it may cause a serious delay in completing pre-employment processing.

If you were arrested and found not guilty, your arrest will always appear on your record. Remember that the question states **list all arrests**. Arrests are different from convictions. A "conviction", a "not guilty", or a "dismissal" is the result of the arrest and should be listed in the column labeled "Disposition".

You must list the original chargeable offense for which you were arrested. For example, "Arrested for aggravated assault, 10 June 1994, Montgomery County Police Department and convicted of assault." The original arrest in this case was for aggravated assault. You must list "aggravated assault" not "assault". The assault conviction is the result of the downgraded charge and should be listed in the "Disposition" column.

Dates and Names of the arresting authority must be accurate. Do not abbreviate. If you are not certain of any arrest, charge, or conviction dates or specifications, write "not sure" in the appropriate place on your application. The correct information may be submitted within 10 working days from the due date.

If you have further questions, please contact a background investigator.

I have read the above and acknowledge that I fully understand what information is required of me and that failure to supply accurate information will be considered willful falsification of my application, which is adequate cause for removal from the process.

Print name: _____

Applicant Signature: _____

DOB: _____ SSN# _____

State of _____ City/County of _____

Acknowledged before me this _____ Day of _____, 20 _____

Notary Public _____ My commission expires: _____