



# BACKGROUND CHECK TO ACCOMPANY BUSINESS LICENSE APPLICATION

[V3.16.22]

Review the statements below and check all that apply:

If you check any of the three criteria below, and are not exempt (see right), then you need to submit a background check.

- I am an owner or employee that will be working in or around existing residential properties within city limits.
- This is a new license application or a change in services provided to include residential properties.
- I am an additional owner or employee to an existing license.

If you check any of the three criteria below, you are exempt and do NOT need to submit a background check.

- I will not be working in or around existing residential properties within city limits.
- This is a new license application for a change in location, with no change in services or personnel.
- I have completed a background check with the City of Missoula Licensing department within the last one year.
- I am a state licensed plumber or electrician.

BUSINESS NAME: \_\_\_\_\_

Applicant's Full Name: \_\_\_\_\_

\*\*Other Names: \_\_\_\_\_

Current Home Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Birth-date: \_\_\_\_\_ Social Security #: \_\_\_\_\_

Relation to business: owner \_\_\_\_ employee \_\_\_\_

**Applicant's residential addresses and telephone numbers for the past three (3) years (starting with the one preceding present address).**

Residential Address:	Dates lived there:	Telephone Number:
_____	From: _____ To: _____	_____
_____	From: _____ To: _____	_____
_____	From: _____ To: _____	_____



**Applicant's business occupation or employment for the three (3) years immediately preceding the date of the application (starting with latest one first.)**

Employment/Occupation:	Dates employed:	Telephone Number:
_____	From: _____ To: _____	_____
_____	From: _____ To: _____	_____
_____	From: _____ To: _____	_____

**Have you personally ever been convicted of or entered a guilty or Alford plea to any felony?**

(Please note: This check goes *beyond* 7 years. If it is in your history, it will show up.)

YES \_\_\_ NO \_\_\_

If **YES** to either, give details: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Have you personally ever been convicted of or entered a guilty or Alford plea to any misdemeanor offense or any city ordinance violation (except minor traffic violations)?**

YES \_\_\_ NO \_\_\_

If **YES** to either, give details: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Have you personally ever been held liable in a civil proceeding or are now a party in a civil proceeding involving fraud, deceptive practices or false/misleading advertising?**

YES \_\_\_ NO \_\_\_

If **YES**, give details: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**I declare under penalty of perjury that the statements made herein are true and correct to the best of my knowledge and belief.**

Signature of Applicant: \_\_\_\_\_ DATE: \_\_\_\_\_