

REQUEST FOR CENTRAL REGISTRY CLEARANCE
Michigan Department of Human Services

I am requesting that DHS provide me with a Central Registry Clearance on myself.

**** NOTE: PLEASE PRINT ****

Today's Date		
Name		
Birthdate	Social Security Number	
Current Mailing Address (Street No. and Name)		
City	State	Zip Code
Current Phone Number		
Other Name(s) By Which Known (Maiden Name, Previous Married Name(s), Other First or Last Name(s) Used)		

- ❖ **If you are mailing this form to the DHS office, please attach copies of your Driver's License or State of Michigan ID and your Social Security card and mail to your local DHS office – Mecosta and Osceola County residents, return form to:**

**MECOSTA / OSCEOLA DEPT. OF HUMAN SERVICES
800 WATERTOWER RD.
BIG RAPIDS, MI. 49307**

- ❖ **If this request is made in person at the DHS office, please bring your Driver's License or State of Michigan ID and your Social Security card. A copy machine is located in our lobby for your convenience to make copies of these to accompany this request form.**
- ❖ **This clearance can not be completed without all of the requested information and copies of your Driver's License or State of Michigan ID and your Social Security card.**
- ❖ **If you are under the age of 18, a parent or guardian must sign the form for you.**

Signature of Requestor	Signature of DHS Staff Person Completing Request

<p>AUTHORITY: State P.A. 238 of 1975, 722.627, Sec. 7(f) RESPONSE: Voluntary PENALTY: Inappropriate release of this information is a misdemeanor.</p>	<p>The Department of Human Services will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, height, weight, marital status, disability or political beliefs. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you are invited to make your needs known to a DHS office in your county.</p>
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