

New Albany Police Officer City of New Albany, Indiana

DOCUMENTS TO BE SUBMITTED THE DAY OF WRITTEN EXAMINATION

DOCUMENTS WILL NOT BE RETURNED; THEY ARE NOW PART OF YOUR APPLICATION. The documents are to be **submitted in a large envelope with your name printed on it**. If you are unable to obtain any of the documents by examination date, please produce evidence that you have requested them.

PLEASE PROVIDE A COPY OF THE FOLLOWING:

- Birth Certificate
- Marriage records and/or divorce
- Current driver's license
- Resume
- School transcripts - high school and above
- Police Records checks – from city and county of residence (available through respective police & sheriff depts.) NOTE: If you have lived in more than one community since age 18, police record information is necessary from each place of residence
- Copy of your full credit report (NOT YOUR CREDIT SCORE) from one of the 3 major credit reporting agencies. Note: the credit overview (excellent, good, fair, etc.) available on some websites is not a credit report and is not acceptable.

To request your credit report call: 1-877-322-8228 or go online:

Equifax www.equifax.com

Experian www.experian.com

Trans Union www.transunion.com

As part of the Federal Fair and Accurate Credit Transactions (FACT) Act, every U.S. resident is eligible to receive one free personal credit report every 12 months from each of the nationwide credit reporting companies. To learn more, please visit the FACT Act website:

<http://www.annualcreditreport.com>