State of New Hampshire

DEPARTMENT OF SAFETY

John J. Barthelmes, Commissioner of Safety

Division of State Police

James H. Hayes Safety Building, 33 Hazen Drive, Concord, NH 03305

Telephone: 603-223-8813

Colonel Robert L. Quinn
Director

July 28, 2016

Superintendent/Chief Executive Officer
SAU 123
123 Street
Anytown, USA 12345

Re: Education Background Search Results

Dear Sir/Madam:

In accordance with NH RSA 189:13-a, a New Hampshire state and federal criminal record search was conducted on the below listed individual. The results revealed felony and/or misdemeanor conviction information, **NOT falling under Section V of RSA 189:13-a.**

NAME: DOB:
NAME OF SCHOOL/SAU:

Should you have any questions regarding this letter, please contact our office at (603) 223-3867.

Sincerely,

NH State Police Criminal Records Unit

SAMPLE