

Manchester City Schools  
Criminal History Records Check and Fingerprinting  
Reimbursement Request Form

In accordance with item #4 of the Criminal History Records Check and Fingerprinting

Administrative Procedure, I \_\_\_\_\_ am

requesting reimbursement for the cost I incurred for the submission and processing of the  
  
criminal history records check and fingerprint sample.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date