



Criminal Conviction Statement

INSTRUCTIONS



Maintain
On-Site

- **DUPLICATE BOTH SIDES** of this form for each person with a role indicated below. It is also recommended that you retain an extra blank copy of this form
- This form must be completed and signed, regardless of conviction status
- This form is in addition to being fingerprinted
- Attach additional pages as necessary
- Please **PRINT** clearly

Applicant Name:	School-Age Program Name:
Name:	Role: <input type="checkbox"/> Director (Submit) <input type="checkbox"/> Employee <input type="checkbox"/> Owner <input type="checkbox"/> Site Supervisor (Submit) <input type="checkbox"/> Volunteer/Other

Conviction Statement

Have you previously completed a Conviction Statement?

- NO, this is the first conviction statement I am signing for child day care.
- YES, I have signed a previous conviction statement for child day care and...
- All of the following convictions (if any) were previously reported
OR
- I have added new convictions since the last statement.

Certification

In accordance with Section 390-b(1)(b) of the Social Services Law, I certify that to the best of my knowledge and belief:

- I Have I Have Not been convicted of a crime in New York State or other State or Federal court.
(A crime is a misdemeanor or felony only; this does not include violations. You do not need to disclose crimes that the court designated with a "Youthful Offender" status.)

Record of All Convictions

EXAMPLE:	Type of Crime	Penal Code Section	Date of Conviction	County or Court of Arraignment
	Sex Battery	130.51	12/15/08	Albany

Complete the information below and submit with record of conviction or certification of court arraignment. In addition, you may provide written justification on the back of this sheet, explaining why you should be allowed to care for children regardless of any conviction.

Type of Crime	Penal Code Section (if known)	Date of Conviction (mm / dd / yyyy)	County or Court of Arraignment
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		/ /	
		/ /	

To the best of my knowledge the information provided above is true and accurate. I understand that my failure to truthfully and accurately state whether I have been convicted of a crime and/or to provide truthful and accurate information concerning the conviction(s) may constitute grounds for dismissal or denial of employment, or suspension, limitation or revocation of the license or registration to provide child care at this site.

Signature: _____ Date: _____
(mm / dd / yyyy)

