



MOUNT OLIVE TOWNSHIP POLICE DEPARTMENT



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MARK S. SPITZER

Chief of Police



Fingerprint Background Check (Mandatory before Coaching)

**CAPTAIN
STEPHEN BEECHER**
Operations Commander

STEP 1: Complete the attached **New Jersey Universal Fingerprint Form** for Youth Serving Organization Volunteer. **The form should have pre-printed info:** ORI #: NJ920610Z, Category: YSB, Statute: 15A:3A-1, Reason: Youth Serving Volunteer, Doc Type: VB1. **YOU MUST FILL IN:** Contributor's Case # (Box 7): P15004 [the "0s" are zeroes]

**LIEUTENANT
CRAIG AUSTENBERG**
Support Services Commander

STEP 2: Complete the remainder of the IdentGo application and schedule an appointment at Morpho Trak on-line (no walk-ins) at www.bioapplicant.com/nj. You may need information from the Universal Fingerprint Form above and scheduling may take several weeks. The **Cost is \$24.20**, which the volunteer must pay at the time of background check.

STEP 3: After fingerprinting is complete, submit Morpho Trak receipt to your Sports Association or Organization for reimbursement. A copy of the receipt must also be submitted to Mount Olive Twp. Recreation/Administration along with an address, email, sport and phone number on it so you can be notified of the background check result.

**LIEUTENANT
MICHAEL T. SPITZER**
*Communications & Records
Commander*

The Police Dept. will receive a letter from the Volunteer Review Organization advising of the volunteer's eligibility under the law. Mount Olive Township Recreation will be notified of the results of the background check and will contact the volunteer.

**LIEUTENANT
JAMES DUNN**
Investigations Commander

Appeals- Appeals must be filed in writing to the Chief of Police within 30 days after notification from the Township that the background check revealed information which would serve to disqualify a person.

**LIEUTENANT
PHIL LUCIVERO**
Patrol Commander

Persons who have been denied based on a recommendation by the VRO must obtain a copy of their criminal history record by completing the Criminal History Record Release Form and mailing it to the New Jersey State Police. You must email the Mount Olive Police Dept. Communications Division at VRO@mopd.org to obtain the form. Once you receive a copy of your criminal history, you are to contact the Mount Olive Township Police Communications Division at VRO@mopd.org to start the appeal process.

All communication regarding your IdentGo fingerprint appointment should be directed to their call center at 1-877-503-5981.

