DENHAM SPRINGS CITY MARSHAL
398 Mayor Herbert Hoover Avenue
Denham Springs, LA 70726
Phone: 225-665-8568 Fax: 225-664-2648

EMPLOYMENT APPLICATION PACKET

IMPORTANT NOTICE

CAREFULLY READ ALL FORMS.AND INSTRUCTIONS PROVIDED IN THIS PACKET. YOU MUST CORRECTLY COMPLETE THESE FORMS AND PROVIDE ALL INFORMATION REQUIRED. FAILURE TO DO SO MAY RESULT IN A DELAY IN PROCESSING OF YOUR APPLICATION, REJECTION OF YOUR APPLICATION, OR REMOVAL FROM EMPLOYMENT.

EMPLOYMENT APPLICATION PACKET RECEIPT

I have received an Employment Application Packet, including an Explanation of the Employment Application Process.

DATE _____/_____/_____

NAME: (Print) _____

SIGNATURE: _____

EXPLANATION OF EMPLOYMENT APPLICATION PROCESS

Dear prospective employee:

In accordance with Louisiana Law, Notwithstanding any other provision of law to the contrary, in and for the city of Denham Springs Parish of Livingston, the elected Marshal shall appoint, promote, discipline, and discharge police personnel subject to the budgetary limitations. Any such action shall be taken without regard to race, creed, or color.

In order to be considered for employment with the Denham Springs City Marshal, individuals

may be required to participate in an applicant selection process. This process applies equally to all Denham Springs City Marshal personnel seeking re-appointment.

Due to the sensitive nature of the law enforcement operations of the Denham Springs City Marshal, all prospective employees will be required to participate in and successfully complete various processes, which may include, but not limited to: background investigation; physical fitness assessment; cognitive and psychological testing; mental and physical health examinations; substance abuse screenings; skill assessment; performance appraisal; interviews; and various types of evaluations. Failure to comply with

the requirements for any of these processes may result in immediate disqualification or removal from employment.

1. Obtain an Application for Employment Packet and follow the Instructional Information

   sheet.

2. Return the completed Application for Employment Packet to the address listed on the Instructional Information sheet.
3. You may be scheduled for interviews and testing as specified by Marshal Jerry Denton.

If you

meet employment criteria established by him, and assuming you successfully complete all phases of the selection process, a Conditional Offer of Employment may be extended. Upon acceptance of this offer, you will be required to participate as follows:

- Submit to a medical examination by a physician selected by the City of Denham Springs;
- Submit to substance abuse screening;
- Submit to a psychological evaluation;
- Participate in any additional interviews and/or testing specified by the City of Denham Springs or Marshal Jerry Denton.

You may be temporarily appointed or temporarily re-appointed pending the outcome of your participation in the applicant selection process. Your appointment or re-appointment is conditional upon your successful completion of each step in the process.

A conditional offer of employment may be withdrawn and employment may be

terminated at

anytime based on your inability or unwillingness to participate or successfully complete any of the aforementioned steps.

APPLICATION for EMPLOYMENT
INSTRUCTIONAL INFORMATION SHEET

This sheet has been prepared as an aid in executing the application for employment with the Denham Springs City Marshal. If there are questions that are not applicable to you, please indicate this fact with the notation "N/A" in the appropriate space.

If additional space is needed for any section or question, or if you wish to provide additional information, attach page(s) of the same size to this application and indicate which question you are answering.

The application must be clear and legible. We prefer a typewritten application but will accept a legibly printed application in blue ink.

Please understand that it may be several weeks before a final decision is made regarding your employment, during which time a full background investigation will be performed.

Common Areas of Omission

Please be sure to include maiden names, middle names, addresses, dates, etc. If you are unable to furnish complete information, give sufficient explanation. Au incomplete application will delay a decision on your employment. Please note that willfully withholding information or making false statements on this application may be basis for rejection by, or dismissal from the Denham Springs City Marshal.

Documents

You will need to furnish the following documents or copies with your application if applicable:

- High school diploma or equivalent
- Birth certificate - true and correct copy
- Military discharge papers - DD-214
- College diploma
- Driver's license (photocopy).
- Other certifications - P.O.S.T., specialized training, etc.
- Social security card
-

When you have completed the application in full; sign and return the application either in person or by mail to the address below:

Denham Springs City Marshal
398 Mayor Herbert Hoover Avenue
Denham Springs, Louisiana 70726

All applicants will be given careful, fair, and equal consideration. You will be notified if and when an interview with Marshal Jerry Denton or his representative is required.

Denham Springs City Marshal
398 Mayor Herbert Hoover Avenue•
Denham Springs, LA 70726
Phone: 225-665-8568 • Fax: 225-664-2648

POSITION APPLYING FOR

( ) POLICE OFFICER ( ) RESERVE OFFICER ( ) CLERICAL ( ) COMMUNICATIONS ( ) OTHER_____	THIS APPLICATION MUST BE TYPED / WRITTEN NEATLY IN BLUE INK

I. PERSONAL DATA

NAME	DATE OF BIRTH
MAIDEN NAME	SOC. SEC. NO.
PLACE OF BIRTH (CITY / STATE)	EMAIL ADDRESS
PHYSICAL ADDRESS (STREET / CITY / STATE / ZIP)	
MAILING ADDRESS (IF NOT SAME AS ABOVE)	
HOME TELEPHONE NO.	OTHER TELEPHONE NO.
NICKNAME	ALIASES

ARE YOU A CITIZEN OF THE UNITED STATES? ( ) YES ( ) NO. IF NATURALIZED, ATTACH A COPY OF CERTIFICATE.

LIST RESIDENCE(S) FOR THE PAST TEN (10) YEARS

MONTH / YEAR TO	FROM	STREET ADDRESS	CITY	STATE

HAVE YOU EVER RESIDED OUTSIDE OF THE STATE OF LOUISIANA OR THE UNITED STATES? ( ) YES ( ) NO. IF "YES," GIVE LOCATIONS AND DATES.

III. MARITAL STATUS

MARITAL STATUS: ( ) MARRIED ( ) SINGLE ( ) SEPERATED ( ) DIVORCED ( ) ENGAGED

ENGAGED, PROVIDE INFORMATION ABOUT PERSPECTIVE SPOUSE UNDER SPOUSE CATEGORIES

SPOUSE'S FULL NAME (FIRST/MIDDLE/LAST)	NO. YEARS MARRIED

SPOUSE'S SOC. SEC. NO.	OCCUPATION OF SPOUSE
SPOUSE'S DATE OF BIRTH	PLACE OF EMPLOYMENT
BUSINESS TELEPHONE NO.	HOW LONG EMPLOYEED
NO. OF DEPENDENTS	LIST NAME(S) OF DEPENDANT(S)
NAME	DATE OF BIRTH
ADDRESS	RELATIONSHIP
NAME	DATE OF BIRTH
ADDRESS	RELATIONSHIP
NAME	DATE OF BIRTH
ADDRESS	RELATIONSHIP
NAME	DATE OF BIRTH
ADDRESS	RELATIONSHIP

LIST NAME(S), ADDRESS(ES), DATE(S) OF BIRTH, AND RELATIONSHIP OF ANY OTHER PERSON(S) RESIDING IN YOUR RESIDENCE, PRESENTLY OR WIYHIN THE LAST YEAR, OTHER THAN THOSE LISTED WHETHER A RELATIVE OR NOT.
HAVE YOU BEEN MARRIED PREVIOUSLY? ( ) YES ( ) NO. IF "YES," LIST CURRENT AND MAIDEN NAME(S) OF PREVIOUS SPOUSE(S) AS WELL AS DATE(S) AND LOCATION(S) OF PREVIOUS MARRIAGE(S)

III. RELATIVES

FATHER'S	DATE OF BIRTH	OCCUPATION
ADDRESS		PHONE
MOTHER'S NAME	DATE OF BIRTH	OCCUPATION
ADDRESS		PHONE
SPOUSE'S FATHER'S NAME	DATE OF BIRTH	OCCUPATION
ADDRESS		PHONE

SPOUSES'S MOTHER'S NAME	DATE OF IRTH	OCCUPATION
ADDRESS		PHONE
BROTHER'S NAME	DATE OF BIRTH	OCCUPATION
ADDRESS		PHONE
BROTHER'S NAME	DATE OF BIRTH	PHONE
ADDRESS		PHONE
SISTER'S NAME	DATE OF BIRTH	OCCUPATION
ADDRESS		PHONE
SISTER'S NAME	DATE OF BIRTH	OCCUPATION
ADDRESS		PHONE
SPOUSE'S BROTHER'S NAME	DATE OF BIRTH	OCCUPATION
ADDRESS		PHONE
SPOUSE'S BROTHER'S NAME	DATE OF BIRTH	OCCUPATION
ADDRESS		PHONE
SPOUSES'S SISTER'S NAME	DATE OF BIRTH	OCCUPATION
ADDRESS		PHONE
SPOUSE'S SISTER NAME	DATE OF BIRTH	OCCUPATION
ADDRESS		PHONE
STEPCHILD'S NAME	DATE *OF* BIRTH	OCCUPATION
ADDRESS		PHONE
STEPCHILD'S NAME	DATE OF BIRTH	OCCUPATION
ADDRESS		PHONE
STEPCHILD'S NAME	DATE OF BIRTH	OCCUPATION
ADDRESS		PHONE
STEPCHILD'S NAME	DATE OF BIRTH	OCCUPATION
ADDRESS		PHONE

IV. FINANCIAL INFORMATION

HAVE YOU EVER HAD WAGES GARNISHED? ( ) YES ( ) NO. IF " YES, " EXPLAIN

HAVE THERE EVER BEEN ANY CIVIL JUDGEMENT(S) AGAINST YOU? ( ) YES ( ) NO, IF "YES," EXPLAIN:

HAVE YOU EVER FILED BANK RUPTCY? ( ) YES ( ) NO. IF "YES," EXPLAIN:

V. LEGAL INFORMATION

HAVE YOU EVER BEEN A PLANTIFF OR DEFENDANT IN A COURT ACTION? ( ) YES ( ) NO. IF "YES," GIVE DATE, PLACE, COURT, NAME OF PARTIES INVOLVED, NATURE OF ACTION, AND FINAL DISPOSITION.

ARE YOU CURRENTLY PAYING ALIMONY AND/OR CHILD SUPPORT? ( ) YES ( ) NO. IF "YES," EXPLAIN IN FULL STATING WHETHER OR NOT YOU ARE PAYING BOTH ALIMONY AND CHILD SUPPORT, OR JUST ONE OF THE TWO. ALSO, INCLUDE YOUR MONTHLY PAYMENTS.

IF THE ANSWER TO THE ABOVE IS "YES," PLEASE STATE WHETHER OR NOT YOU ARE DELINQUENT IN ANY OF THESE PAYMENTS: ( ) YES ( ) NO. IF DELINQUENT, STATE HOW MANY MONTHS DELINQUENT, TOTAL AMOUNT PAST DUE, AND REASON FOR DELINQUENCY.

VI.EDUCATIONAL BACKGROUND

HIGH SCHOOL:	
DID YOU GRADUATE? ( ) YES ( ) NO. IF "YES," LIST DATE OF GRADUATION AND SCHOOL	
NAME OF SCHOOL, CITY/STATE	DATE: FROM/TO
NAME OF SCHOOL, CITY/STATE	DATE: FROM/TO
COLLEGE AND/OR UNIVERSITY :	
NAME OF INSTITUTION, CITY/STATE	DATE: FROM/TO
NAME OF INSTITUTION, CITY/STATE	DATE: FROM./TO
NAME OF INSTITUTION, CITY/STATE	DATE: FROM/TO
DID YOU GRADUATE? ( ) YES ( ) NO. IF "YES," LIST DEGREE OBATAINED. IF "NO," LIST FIELD OF STUDY:	
OTHER (INCLUDING G.E.D. CERT., PROFESSIONAL TRANNING SCHOOLS AND SEMINARS) SPECIFY LENGTH OF TRAINING:	
NAME	DATE: FROM/TO
NAME	DATE: FROM/TO
NAME	DATE: FROM/TO
WERE YOU EVER SUSPENDED, EXPELLED, OR ASKED TO WITHDRAW FROM ANY EDUCATIONAL INSTITUTION? ( ) YES ( ) NO. IF "YES ," EXPLAIN:	
LIST ANY FOREIGN LANGUAGES YOU SPEAK, READ, OR UNDERSTAND AND INDICATE PROFICIENCY.	
LIST OFFICE AND OTHER EQUIPMENT OR MACHINERY YOU CAN OPERATE AND PROFICIENCY OF THE SAME.	

VII. MILITARY HISTORY

BRANCH OF SERVICE	DATE: FROM/TO
TYPE OF DISCHARGE. IF OTHER THAN HONORABLE, EXPLAIN:	
SERVICE NUMBER	HIGHEST RANK ATTAINED
LIST RESERVE OR NATIONAL GUARD STATUS	

WHILE IN THE ARMED SERVICES, WERE YOU SUBJECT TO ANY DISCIPLINARY ACTION? ( ) YES ( ) NO. IF "YES," EXPLAIN:
LIST SPECIFIC MILITARY JOBS AND LENGTH OF TIME IN EACH:
ARE YOU PRESENTLY REGISTERED FOR SELECTIVE SERVICE? ( ) YES ( ) NO IF "YES," WHERE:
HAVE YOU EVER BEEN REJECTED FOR ENLISTMENT, REENLISTMENT, OR INDUCTION INTO ANY BRANCH OF THE ARMED FORCES OF THE UNITED STATES? ( ) YES ( ) NO. IF "YES," EXPLAIN AND GIVE BRANCH OF SERVICE AND DATE(S).

VII. EMPLOYMENT HISTORY

BEGINNING WITH YOUR PRESENT EMPLOYER, LIST IN REVERSE CHRONOLOGICAL ORDER; EXCLUDE NONE.			
COMPANY NAME			DATE: FROM / TO
ADDRESS			SALARY PER MONTH
TELEPHONE NO.	SUPERVISOR'S NAME	JOB DUTIES / TITLE	
REASON FOR LEAVING			
WILL INQUIRIES TO YOUR PRESENT EMPLOYER ENDANGER YOUR EMPLOYMENT? ( ) YES ( ) NO			
COMPANY NAME			DATE: FROM / TO
ADDRESS			SALARY PER MONTH
TELEPHONE NO.	SUPERVISOR'S NAME	JOB DUTIES / TITLE	
COMPANY NAME			DATE: FROM / TO
ADDRESS			SALARY PER MONTH
TELEPHONE NO.	SUPERVISOR'S NAME	JOB DUTIES / TITLE	
IF YOU HAVE HAD EMPLOYMENT OTHER THAN LISTED IN THE PROVIDED SPACES, LIST ON ADDITIONAL PAGE. ( ) ADDITIONAL INFORMATION REGARDING EMPLOYMENT ATTACHED.			
EXPLAIN ANY LAPSE OF TIME BETWEEN EMPLOYMENT:			
LIST ANY COMPANY(IES) OR BUISNESS(ES) YOU PRESENTLY OWN OR IN WHICH YOU HOLD A FINANCIAL INTREST:			

WERE YOU EVER SUBJECT TO ANY DISCIPLINARY ACTION OR PROCEEDINGS IN CONNECTION WITH ANY EMPLOYMENT? ( ) YES ( ) NO. IF "YES," EXPLAIN:
HAVE YOU EVER BEEN DISMISSED FROM ANY EMPLOYMENT? ( ) YES ( ) NO. IF " YES," EXPLAIN

IX. LAW ENFORCEMENT EMPLOYMENT

HAVE YOU EVER APPLIED FOR EMPLOYMENT WITH A LAW ENFORCMENT ORGANIZATION IN THE PAST ( ) YES ( ) NO. IF "YES," FOR WHAT POSITION DID YOU APPLY?	
WHICH AGENCY?	WHEN WAS THE APPLICATION
REASON NOT EMPLOYED (IF APPLICABLE)	
ARE YOU LOUISIANA P.O.S.T. CERTIFIED? ( ) YES ( ) NO. IF "YES," LIST LOCATION OF TESTING	

X. ARREST(S) AND SUMMONS(ES)

HAVE YOU RECEIVED ANY TRAFFICE CITATIONS IN THE PAST FIVE YEARS? ( ) YES ( ) NO				
MO / YEAR	CHARGE / VIOLATION	CITY :	STATE:	DISPOSTION
MO / YEAR	CHARGE / VIOLATION	CITY:	STATE:	DISPOSTION
MO / YEAR	CHARGE / VIOLATION	CITY:	STATE:	DISPOSTION
MO / YEAR	CHARGE / VIOLATION	CITY:	STATE:	DISPOSTION
HAVE YOU EVER BEEN ARRESTED OR RECEIVED A SUMMONS BY ANY LAW ENFORCEMENT AGENCY? ( ) YES ( ) NO. IF "YES," COMPLETE THE FOLLOWING, INCLUDING CHARGES REFUSED, NOLLE PROSEQUI, DISMISSED, CONVICTIONS AND FINES PAID.				
MO / YEAR	CHARGE / VIOLATION	CITY:	STATE:	DISPOSTION
MO / YEAR	CHARGE / VIOLATION	CITY:	STATE:	DISPOSTION
MO / YEAR	CHARGE / VIOLATION	CITY:	STATE:	DISPOSTION
MO / YEAR	CHARGE / VIOLATION	CITY:	STATE:	DISPOSTION
COMMENTS, IF DESIRED, ON FACTS PERTAINNING TO ARREST AND/OR CONVICTIONS				

XI. DENHAM SPRINGS CITY MARSHAL

GIVE NAMES OF ANY RELATIVES THAT ARE EMPLOYED BY THE DENHAM SPRINGS CITY MARSHAL'S OFFICE		
NAME	POSITION	RELATIONSHIP
NAME	POSITION	RELATIONSHIP
NAME	POSITION	RELATIONSHIP

XII. PERSONAL REFERENCES

GIVE NAME(S) OF PERSONAL REFERENCE(S), NOT RELATIVES OR PREVIOUS SUPERVISORS

NAME		ADDRESS
OCCUPATION	TELEPHONE NO.	YEARS KNOWN
NAME		ADDRESS
OCCUPATION	TELEPHONE NO.	YEARS KNOWN
NAME		ADDRESS
OCCUPATION	TELEPHONE NO.	YEARS KNOWN

XIII. DRIVER'S LICENSE AND VEHICLE INFORMATION

HAS YOUR DRIVER'S LICENSE EVER BEEN DENIED, SUSPENDED OR REVOKED? ( ) YES ( ) NO. IF "YES," EXPLAIN:	DRIVER'S LICENSE NUMBER/ STATE

DO YOU OWN A MOTOR VEHILE? ( ) YES ( ) NO. IF "YES," COMPLETE THE FOLLOWING INFORMATION

REGISTERED OWNER'S NAME

ADDRESS OF OWNER

YEAR	MAKE OF VEHICLE	VEHICLE MODEL	LICENSE NO. / YEAR	STATE

REGISTERED OWNER'S NAME

ADDRESS OF OWNER

YEAR	MAKE OF VEHICLE	VEHICLE MODEL	LICENCE NO. / YEAR	STATE

XIV. MISCELLANEOUS INFORMATION

ARE YOU PREJUDICED TOWARD ANY PARTICULAR RACE, COLOR, CREED, OR ORGANIZATION? ( ) YES ( ) NO. IF "YES," EXPLAIN:

DID YOU EVER BRIBE OR ATTEMPT TO BRIBE A LAW ENFORCEMENT OFFICER? ( ) YES ( ) NO. IF "YES," EXPLAIN:

DID YOU EVER ACCEPT A BRIBE? ( ) YES ( ) NO. IF "YES," EXPLAIN:

DID YOU EVER COMMIT PERJURY? ( ) YES ( ) NO. IF "YES," EXPLAIN:

HAVE YOU EVER COMMITTED A CRIME FOR WHICH YOU WERE NEVER ARRESTED? ( ) YES ( ) NO. IF "YES," EXPLAIN:

HAVE YOU BEEN TRUTHFUL IN THE INFORMATION YOU HAVE PROVIDED IN THIS APPLICATION? ( ) YES ( ) NO.

DO YOU UNDERSTAND THAT YOU MAY BE REQUIRED TO SUBMIT A COMPUTERIZED VOICE STRESS ANALYSIS EXAMINATION PRIOR TO AND DURING EMPLOYMENT WITH THE DENHAM SPRINGS CITY MARSHAL? ( ) YES

DID YOU EVER TRY, USE, OR SMOKE MARIJUANA? ( ) YES ( ) NO. IF "YES," EXPLAIN AND INDICATE DATE OF LAST USE:

HAVE YOU EVER BEEN INVOLVED IN THE USE, PURCHASE,POSSESSION, DISTRIBUTION OR SALE OF CONTROLLED DAGEROUS SUBSTANCES EXCEPT AS PRESCRIBED BY A LICENSED PHYSICIAN? ( ) YES ( ) NO. IF "YES," EXPLAIN:

DO YOU UNDERSTAND THAT YOU WILL BE REQUIRED TO SUBMIT TO DRUG/ALCOHOL TESTING PRIOR TO AND DURING EMPLOYMENT WITH THE DENHAM SPRING CITY MARSHAL? ( ) YES, SIGNATURE

XV AVAILABILITY OF APLLICATION

EARLIEST DATE AVAILABLE FOR EMPLOYMENT:

As indicated by my signature below, I understand and agree that if I leave the department during the course of my P.O.S.T. training or within two (2) years of completion of my P.O.S.T. training, I will be required to reimburse the department for the cost of my P.O.S.T. training as defined in the "Acknowledgment of Indebtedness and Agreement to Repay," which I agree to enter into prior to commencing my employment.

Signature

Purpose

The principal purpose of the employment application form is to collect information needed to determine qualifications, suitability, and availability of applicant for employment with the Denham Springs City Marshal. Your completed application may be used to examine, rate, and/or assess your qualifications; to determine suitability and restrictions based on residency requirements; and to contact you concerning availability and/or for an interview. All or part of your Denham Springs City Marshal application form may be disclosed outside the department to the following:

1. Federal, State and Local agencies if you express an interest in and availability for such employment consideration.
2. Appropriate Federal, State, and Local law enforcement agencies charged with the responsibility of investigating a violation or potential violation of the law.

Authority

In accordance with Louisiana Law, Notwithstanding any other provision of law to the contrary, in and for the city of Denham Springs, the elected Marshal shall appoint, promote, discipline, and discharge police personnel subject to the budgetary limitations of the mayor and the board of aldermen pertaining to the number of allotted positions for the police department. Any such action shall be taken without regard to race, creed, or color.

Oath

I understand that, in many parts of the Denham Springs City Marshal's Office, it has been necessary to establish shifts; in view of which, I must be completely available for such assignments as the need might arise. I further understand that any appointment tendered me will be

contingent upon the results of a complete character and fitness investigation, and I am aware that willfully withholding information or making false statements on this application may be basis for rejection by, or

dismissal from the Denham Springs City Marshal. I agree to these conditions, and I hereby certify that all statements made by me on this application are true and complete to the best of my knowledge.

You are hereby authorized to make any investigations of my personal and financial records through any investigative agency or bureaus of your choice. In making this application for employment, I understand that an investigative report may be made, whereby information is obtained through personal interviews with my neighbors, friends, or others with whom I am acquainted. I understand that if I am a successful candidate for employment, I will be required to take a physical examination. I further understand that any appointment issued to me by the Denham Springs City Marshal may be revoked at any time, with or without cause, by Marshal Jerry Denton

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Print Full Name: _____

Signature of Application: _____

(Application must be signed prior to submitting)

Date: _____

NOTICE TO DENHAM SPRINGS CITY MARSHAL APPLICANT OF FULL DISCLOSURE REQUIRING BACKGROUND INVESTIGATION

You are applying for law enforcement or other security-sensitive position with the Denham Springs City Marshal. As such, you have consented to, and Marshal Jerry Denton has authorized, a comprehensive investigation of your background.

During the course of the applicant background investigation and selection process, you will be required to disclose a great deal of personal information both in written background questionnaires and oral interviews. You are hereby notified that your entire background, including any and all activities occurring both prior to and subsequent to your written application and/or any interviews, are subject to consideration during the course of the investigation. You are expected to make full, truthful disclosures of all requested information, and to cooperate completely during the application and selection process. Information concerning your background and activities will be maintained in strict confidence.

Marshal Jerry Denton recognizes that situations may arise and personal circumstances may change after your initial application and/or interview. As such, you are required to notify Marshal Jerry Denton in a timely manner, in writing, of any such changes so that the information can be incorporated into the investigation of our background and activities. Any omission of pertinent information concerning your background or activities will result in a delay in the processing of your application. Any attempt to or deliberate withholding of falsification of facts by you may result in rejection of your application, or your removal from employment in the event you are eventually hired.

The below listed incidents describe those types of incidents that employees of the Denham Springs City Marshal will be obligated by policy to report to the Marshal's Office. As you are applying for consideration for employment, you, too, are now agreeing to and obligated to disclose this same type of information to Marshal Jerry Denton in a timely manner.

Information that you must report to Marshal Jerry Denton during the course of the background investigation and selection process includes, but is not limited to:

- Your change of residence address or telephone number;
- Change in your marital status;
- Change of your employment status, including reason for separation and identity of new employer, their address, telephone number, and the name of your supervisor;
- Any civil action or law suit initiated against you in any federal, state, parish, municipal, city, or justice of the peace court as well as any civil action or law suit initiated by you against any other person or entity;

NOTICE TO DENHAM SPRINGS CITY MARSHAL APPLICANT OF FULL DISCLOSURE BACKGROUND INVESTIGATION

Continued:

- Any allegation of civil rights violation or misconduct against you resulting in a complaint being filed with your current or former law enforcement employer;
- Your being called as a witness or subject before a federal or state grand
- Your being the subject of or witness on a criminal investigation conducted by a federal, state, or local law enforcement agency;
- Your being wanted by any law enforcement agency on a warrant, attachment, capias, subpoena, or summons;
- Any criminal action initiated against you by any federal, state, or local law enforcement agency involving;
    - Detention by law enforcement authorities;
    - Arrest;
    - Summons to appear in court on any felony or misdemeanor charge;
    - Traffic citation or complaint (ticket); Indictment;
    - Conviction, including guilty plea or plea of nolo contender;
    - Fine, confinement, probation, or deferred prosecution;
    - includes any offense wherein charges are ultimately reduced, dismissed or nol- prossed;
- Your detention, arrest, courts martial, UCMJ charge, or non judicial punishment by any military authority;
- Suspension or revocation of your driving privileges or vehicle registration privileges (even if privileges are reinstated);
- Your illegal use of drugs, including abuse of prescribed medications;
- Your involvement in or knowledge of any illegal activities;
- Your association with any convicted felon or person under indictment;
- Your involvement in any criminal organization or enterprise, club, gang, group, or private or public organization or association that has or is engaged in illegal or subversive activities.

DENHAM SPRINGS CITY MARSHAL
JERRY DENTON, MARSHAL

AUTHORITY TO RELEASE INFORMATION

I hereby authorize Marshal Jerry Denton and the City of Denham Springs, his designee, or other authorized entity bearing this release, or a copy thereof, to obtain any information in your files, or copies or any documents, notes or records, pertaining to my military; educational; academic; employment; prior law enforcement application; promotional; achievement; attendance; athletic; criminal (arrest, conviction, juvenile); credit or financial history; driving history; or other personal history information; as health counseling; substance abuse testing, diagnosis, or counseling; physician or nurse/technician reports and notes; job performance information; or any other information that you may possess about any aspect of my background, character, work performance, health, or social history.

I hereby release you, as custodian of such records, and any local, state or federal government agency or department, school, college, university, repository of medical records, physician, nurse, psychologist or psychiatrist, counselor or mental health professional, credit bureau or consumer reporting agency, individual business entity, including its officers, employees, or related personnel, both individual and collectively, from any and all liability from any damages, which may result to me at any time, as well as to my heirs, family, or associates, due to compliance with this authorization and request to release information, or any attempt to comply with it. It is further understood that Marshal Jerry Denton his designee, as well as the City of Denham Springs has my permission and authority to execute at any time after the date signed by me, and at any time after I am employed or associated with the Denham Springs City Marshal to secure additional information, as needed, while I am employed or associated with the Denham Springs City Marshal.

SIGNATURE: _____

PRINT NAME: _____

ADDRESS: _____

DATE:_____/_____/_____ TIME:_____

DENHAM SPRINGS CITY MARSHAL
JERRY DENTON, MARSHAL

NOTICE TO DENHAM SPRINGS CITY MARSHAL APLICANT
Of
FULL DISCLOSURE REQUIRED DURING BACKGROUND INVESTIGATION

RECEIPT AND AGREEMENT

I, _____, am in receipt of this notice and understand the aforementioned requirements. I agree to abide by same during the course of the applicant investigation and selection process. I understand that in the event of any of the listed incidents or circumstances, of which I have been provided a copy, I must notify Marshal Jerry Denton or his designee of the situation, in writing, in a timely manner. I fully understand that any omission of pertinent information concerning my background or activities will result in a delay in the processing of my application for employment. I also fully understand that any attempt to or deliberate withholding or falsification of facts on my part may result in rejection of my application or my removal from employment in the event I am eventually hired.

An Equal Opportunity Employer