

VIRGINIA DEPARTMENT OF STATE POLICE

Sex Offender & Crimes Against Minors Registry Request to be Notified of Registration or Re-registration of a Sex Offender Located in the Same or Contiguous Zip Code

Effective on or before January 1, 1999, Section 19.2-390.2 of the Code of Virginia authorizes the Central Criminal Records Exchange (CCRE) of the Department of State Police to provide the Sex Offender and Crimes Against Minors Registry and re-registrations of individuals, convicted of specific sex offense(s) to the below-noted entities. Sex Offender information may be transmitted from CCRE by ONE of TWO methods: 1) **electronically via the Internet** or, 2) **programmatically generated notifications mailed to the entity**. The notification process will be initiated when the zip code within a sex offender's address of residence is identical to the entity that officially requests to be notified. The notification will also include sex offender registrations for contiguous (immediate surrounding) county/city zip codes.

The notification of Registry information is available only if your business is within **one or more of these groups**:

SCHOOLS	STATE REGULATED or LICENSED	
Elementary or Secondary School Public Parochial Denominational	Child Care Institution Child Day Center Child Day Program	Foster Home Family Day Home Group Home

Complete the following information to be notified of registrations and re-registrations of convicted sex offenders in the Sex Offender and Crimes Against Minors Registry.

PLEASE TYPE OR PRINT CLEARLY ALL INFORMATION REQUESTED

Facility #1:

Select **one** of the following:

1) I desire to be notified via Internet YES

2) I desire to be notified by U. S. Postal Service YES

Provide complete e-mail address _____

Facility Name		
Mailing Address		
Street or PO Box	City	Zip Code

Contact Person		
Telephone Number		
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Facility #2:

Select **one** of the following:

1) I desire to be notified via Internet YES

2) I desire to be notified by U. S. Postal Service YES

Provide complete e-mail address _____

Facility Name		
Mailing Address		
Street or PO Box	City	Zip Code

Contact Person		
Telephone Number		
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This form may be reproduced in instances where there are more than two organizations with different addresses which are lawfully entitled to sex offender notifications.

Mail this form to: Central Criminal Records Exchange
 Sex Offender & Crimes Against Minors Registry Notification Request
 P. O. Box 27472
 Richmond, Va. 23261-7472

NOTE: Unlawful use of Sex Offender Registrations/Re-registration for purposes of intimidating or harassing another is prohibited and is punishable as a Class 1 Misdemeanor.