

Request form for copies of certified BCII-FBI reports from
The Ohio Bureau of Criminal Identification and Investigation (BCII):

***Please confirm the date of your most recent report before mailing this form. Reports processed more than 12 months from the time of request will not be returned by the BCII.
Toll free: 877-224-0043**

I am writing to request a copy of my most recent BCII/FBI report (as applicable).

Requestor's name (Please print): _____

AKA (alias, maiden name, married name, etc.): _____

Social Security Number: _____

Date of Birth: _____

Report(s) requested {Please circle choice(s)}: **BCII** **FBI**

Mailing address: (Please print): _____

(Street Address)

(City)

(State)

(Zip Code)

Signature: _____ **Date:** _____

Important:

There is an \$8.00 fee required for certified BCII reports.

**Only Money Orders are accepted,
made payable to: "Treasurer, State of Ohio"**

Mail this completed form, along with any applicable fees, to the address below:

Ohio B.C.I.I., Certification Desk
P.O. Box 365
London, OH 43140

(Processing time = approximately 30 days)