



To: Applicant for Police Officer Trainee

Re: MNPD Application Process

Thank you for applying with the Metropolitan Nashville Police Department, an Internationally Accredited Agency and an Equal Opportunity Employer. We want to make each applicant aware that this process traditionally takes between four (4) to six (6) months to complete, and we ask that you be very patient with our process and us. Attached is your Personal History Statement and the related forms. Please note on the Applicant Agreement Form that your Personal History Statement, including all attachments, is due to the Recruitment Section on the day of the written exam.

You must provide complete and current information **including zip codes, email addresses and telephone numbers** with area codes. Also, it is your responsibility to update the investigator, within forty-eight (48) hours, of any change of information you provided on the Personal History Statement. Such changes of information would include, but are not limited to the following: changes of name, telephone numbers, addresses, work history, information regarding arrests or any interaction with a Law Enforcement Officer, etc. You should also notify this office of any extended absence from home, such as military leave or vacation, and any interaction with law enforcement or legal issues civil or criminal.

Failure to comply with any instructions given to you may result in immediate disqualification from the hiring process. It is to your advantage to **BE ABSOLUTELY TRUTHFUL** in answering all questions on your PHS and during all interviews.

If you have any questions, or need to make notification of changes, please contact:

Recruitment Section	(615) 862-7341
Out of area applicants call toll free	1-888-638-7633

**METROPOLITAN NASHVILLE POLICE DEPARTMENT
APPLICANT AGREEMENT FORM**

I, (Applicant Name)

Last Name	First Name	Middle Name
-----------	------------	-------------

the undersigned applicant for a Police Officer position with the Metropolitan Nashville Police Department, hereby agree to the following:

1. I understand the Metropolitan Nashville Police Department, Recruitment Section must receive my completed Personal History Statement, on the date of my written test. Failure to meet this deadline **will** subject me to disqualification, and I may not reapply for six months.

(Applicant's Initials)

2. I further understand that all of the requested information on the Personal History Statement must and will be provided by me. Further, I understand that marking N/A to indicate it is non-applicable will complete any requested information, which does not apply to me. I acknowledge and understand that the entire form must be completed and that it is unacceptable to submit a Personal History Statement with unanswered (blank or incomplete responses). I understand that incomplete forms will not be processed any further, and I may not reapply for six months.

(Applicant's Initials)

3. I understand that I will be required to comply with any written or oral request, order, or directive communicated to me by any individual recognized as a representative of the Metropolitan Nashville Police Department, Recruitment Section, as it applies to my application for employment with said Department. I hereby acknowledge that I will be required to provide requested information or documentation within a specified time period, and that the failure to do so may result in my immediate disqualification as an applicant, and that I may not reapply for six months.

(Applicant's Initials)

NOW THEREFORE, I hereby acknowledge that I have read and fully understand each of the statements contained herein above, and further, that I had the opportunity to ask for clarification of each of the statements and that my initials were not placed hereon until I fully understood each statement. I further indicate that I have read and fully understand the content of this document; I have subscribed my initials at the end of each of the above statements.

Subscribed this the ____ day of _____

(Applicant Name)

(Applicant Signature)

PERSONAL HISTORY STATEMENT

Position Applying For:

POLICE OFFICER TRAINEE

Name of Position

Last Name

First Name

Middle Name

Social Security Number

Date

- ✓ Type an answer to every question. If a question does not apply to you, indicate so with N/A. If you are not sure if a question applies to you, contact the Recruitment Section.
- ✓ If the space available is insufficient to provide a detailed explanation, use a separate sheet of paper and precede each answer with the page number, question number, and section number of the referenced question. Type your first name middle initial and last name on the bottom left corner of each attached page.
- ✓ List **complete** addresses, and telephone numbers (to include numerical, street, city, state, zip code and area codes).
- ✓ Prior to submitting this form, signature pages 59 and 60 must be signed and notarized. All signatures must be affixed in the presence of a Notary Public
- ✓ Page 64 is to be completed and notarized by all those who have enlisted in any of the Armed Forces of the United States (whether currently serving or have prior experience) or were a dependent of military personnel.
- ✓ Page 65 – Records Request Form 180
Complete Section I
Section II- the years the undeleted Report of Separation is requested for, and
Section III- signature of requestor, date of request, daytime phone number,
and, if applicable, e-mail address.
- ✓ Do not misstate or omit any material facts since the statements made herein are subject to verification. Failure to follow any instructions may subject you to disqualification.

The information furnished on this form is to be utilized for the purpose of enabling the Metropolitan Nashville Police Department to determine the applicant's qualifications.

PERSONAL HISTORY STATEMENT

		Page Number
SECTION 1	PERSONAL DATA	5 - 13
SECTION 2	FINANCIAL	14 -18
SECTION 3	EDUCATION & TRAINING	19 - 22
SECTION 4	MILITARY SERVICE	23 - 27
SECTION 5	EMPLOYMENT	28 - 36
SECTION 6	PERSONAL REFERENCES	37
SECTION 7	ARRESTS	38 - 42
SECTION 8	TRAFFIC RECORDS	43 - 47
SECTION 9	PERSONAL QUESTIONNAIRE	48 - 56
SECTION 10	EXPERIENCE SUMMARY	57
SECTION 11	CERTIFICATION & RELEASE	58 - 59
SECTION 12	AUTHORIZATION TO RELEASE	60 - 61
	MILITARY RECORDS REQUEST FORM 180	64 - 65

SECTION 1: PERSONAL DATA

9. ___ Yes ___ No Have you ever used a *date of birth* or a *name* different from your birth certificate? If so, explain in detail.

10. ___ Yes ___ No Have you ever intentionally altered your name, address, or date of birth on any official document, certificate, or license? If so, explain in detail.

11. Race: _____ Sex: _____

12. Height: _____ Weight: _____ Eye Color: _____ Hair Color: _____

13. Scars, tattoos, and/or distinguishing marks or features:

14. Current Mailing Address:

15. Permanent Address:

16. Telephone Numbers: Home (_____) _____

Cell (_____) _____ Work (_____) _____

E-mail _____

Personal Web Page _____

SECTION 1: PERSONAL DATA

18. Are you?

- Married:
- Divorced:
- Separated:
- Widowed:
- Single:
- Domestic Partnership:

How many times have you been married? _____
Provide copies of all divorce decrees.

(As defined by the Metropolitan Nashville
Government)

19.

Current Spouse – Full Name _____
 Maiden Name _____
 Social Security Number _____
 Driver’s License Number / State _____
 Home Address/E-mail _____
 Date Married _____
 Where Performed? _____
 Spouse’s Employer _____
 Occupation..... _____
 Business Address / Telephone No... _____

20.

Ex-Spouse – Full Name
 Include maiden name _____
 Home Address/E-mail _____
 Where Performed..... _____
 Reason _____

Ex-Spouse – Full Name
 Include maiden name _____
 Home Address/E-mail _____
 Where Performed _____
 Reason _____

SECTION 1: PERSONAL DATA

21. List all children below, including step, foster and adopted children: Indicate if you have custody. Attach additional pages if needed.

Name	Date of Birth	Current Address/E-mail for adult children

22. ___ Yes ___ No

Are you required to pay child support? If yes, explain in detail and include monthly payment.

23. ___ Yes ___ No

Have you ever had wages garnished or attached for non-payment of child support? If yes, explain in detail.

SECTION 1: PERSONAL DATA

24. List all parents below. If deceased, provide the date of death.

❖ Father's Full Name _____
Date of Birth _____
Home Address (include city, state, zip code) _____

E-mail Address _____
Phone No. (include area code): _____

❖ Mother's Full Name _____
Date of Birth _____
Home Address (include city, state, zip code) _____

E-mail Address _____
Phone No. (include area code): _____

❖ Step Father's Full Name _____
Date of Birth _____
Home Address (include city, state, zip code) _____

E-mail Address _____
Phone No. (include area code): _____

❖ Step Mother's Full Name _____
Date of Birth _____
Home Address (include city, state, zip code) _____

E-mail Address _____
Phone No. (include area code): _____

SECTION 1: PERSONAL DATA

26. List all in-laws below – *include all ex in-laws*. Attach additional pages if needed.

❖ Father-In-Law's Full Name _____
Date of Birth _____
Home Address (include city, state, zip code) _____

E-mail Address _____
Phone No. (include area code): _____

❖ Mother-In-Law's Full Name _____
Date of Birth _____
Home Address (include city, state, zip code) _____

E-mail Address _____
Phone No. (include area code): _____

❖ Brother/Sister/Son/Daughter-In-Law's Full Name _____
Date of Birth _____
Home Address (include city, state, zip code) _____

E-mail Address _____
Phone No. (include area code): _____

❖ Brother/Sister/Son/Daughter-In-Law's Full Name _____
Date of Birth _____
Home Address (include city, state, zip code) _____

E-mail Address _____
Phone No. (include area code): _____

If you need to add additional relatives, please check here and attach.

See Attached

SECTION 2: FINANCIAL

2. What is the estimated balance of your financial indebtedness as of this date?

.....

3. ___ Yes ___ No

Have you ever filed for or declared bankruptcy? If yes, explain in detail. You must provide copies of all bankruptcy orders for the investigative file.

4. ___ Yes ___ No

Have any judgments ever been filed against you? If yes, explain in detail.

5. ___ Yes ___ No

Are you currently more than 30 days behind payment to any creditor? If yes, explain in detail.

SECTION 2: FINANCIAL

6. ___ Yes ___ No

Have you ever had any delinquent federal or state income tax? If yes, explain in detail.

7. ___ Yes ___ No

Do you have any outstanding student loans? If yes, explain in detail.

8. ___ Yes ___ No

Have you had any liens placed against you? If yes, explain in detail.

9. ___ Yes ___ No

Have you ever had your wages attached, or garnished? If yes, explain in detail.

SECTION 2: FINANCIAL

10. ___ Yes ___ No

Have any of your debts been turned over for collection? If yes, explain in detail.

11. ___ Yes ___ No

Have you ever had anything repossessed? If yes, explain in detail.

12. ___ Yes ___ No

Have you ever been named as a party in a civil matter? If yes, explain in detail.

13. ___ Yes ___ No

Have you ever been evicted? If yes, explain in detail.

SECTION 2: FINANCIAL

14. ___ Yes ___ No

Have you ever broken a lease agreement? If yes, explain in detail.

SECTION 3: EDUCATION & TRAINING

1. From what high school and year did you graduate (name, address, & phone number)?

Year _____

2. Account for all secondary education. List the most current first. You must submit an **official** college transcript at this time (**not a copy**). If an **official** transcript has already been submitted indicate so beside the school name.

School Name: _____

Address:

From Mo/Yr	To Mo/Yr	Semester Hours	Quarter Hours	Degree Received	Mo/Yr Received
Major(s)					
Minor(s)					

School Name: _____

Address:

From Mo/Yr	To Mo/Yr	Semester Hours	Quarter Hours	Degree Received	Mo/Yr Received
Major(s)					
Minor(s)					

School Name: _____

Address:

From Mo/Yr	To Mo/Yr	Semester Hours	Quarter Hours	Degree Received	Mo/Yr Received
Major(s)					
Minor(s)					

SECTION 3: EDUCATION & TRAINING

3. List other schools or training (trade, technical, vocational, business).

School Name: _____

Address:

From Mo/Yr	To Mo/Yr	Degree / Certificate Received	Mo/Yr Received

Course of Study: _____

School Name: _____

Address:

From Mo/Yr	To Mo/Yr	Degree / Certificate Received	Mo/Yr Received

Course of Study: _____

4. List military training or specialized schools

SECTION 3: EDUCATION & TRAINING

5. Foreign Language(s): enter language known and indicate your level of knowledge by placing an X in the proper column.

LANGUAGE	READING			WRITING			SPEAKING			UNDERSTANDING		
	EXC	GOOD	FAIR	EXC	GOOD	FAIR	EXC	GOOD	FAIR	EXC	GOOD	FAIR

6. Special Qualifications and Skills: indicate type of special license, such as pilot, radio operator, diver, etc. the licensing authority, where the license was first issued, and date the current license expires.

7. Hobbies and Sports: include your interests, hobbies, recreational activities, involvement in civic organizations, and other community service. Include service awards.

Activity	Years	Awards/Certifications

SECTION 3: EDUCATION & TRAINING

8. ___ Yes ___ No

Have you ever been suspended, expelled, or placed on academic probation at any school? If yes, explain in detail.

9. ___ Yes ___ No

Have you ever been placed on probation or had any disciplinary action taken against you at any school? If yes, explain in detail.

10. ___ Yes ___ No

Have you ever been requested to transfer to another school? If yes, explain in detail.

11. ___ Yes ___ No

Have you ever misrepresented your educational level? If yes, explain in detail.

SECTION 4: MILITARY SERVICE

1. ___ Yes ___ No Were you ever in any branch of the US Armed Forces?
If yes, which branch? _____

2. Selective Service Number (if born after January 15, 1960)

If unknown, call 1-847-688-3117 to obtain
<https://www.sss.gov/RegVer/wfVerification.aspx>

You must provide a DD Form 214 (Discharge) for each period of non-continuous service.

3. ___ Yes ___ No Are you currently on active duty? If yes, provide the information below.

Branch: _____
Date Entered: _____
Length of Commitment: _____
Actual or Estimated Date of Separation: _____
Grade/Rank: _____
Current M.O.S.: _____
Supervisor: _____
Unit Mailing Address: _____

4. ___ Yes ___ No Are you currently in the Reserves, National Guard, ROTC, Coast Guard? If yes, provide the information listed below.

Branch: _____
Date Entered: _____
Length of Commitment: _____
Actual or Estimated Date of Separation: _____
Grade/Rank: _____
Current M.O.S.: _____
Supervisor: _____
Unit Mailing Address: _____

SECTION 4: MILITARY

5. List *all* military service. Attach additional pages if necessary.

Dates of Service: _____
Branch of Service: _____
Complete Unit _____
Address: _____
M.O.S.: _____
Highest Rank: _____
Type of Discharge: _____
Reason for _____
Discharge: _____
Disciplinary _____
Action: _____

Dates of Service: _____
Branch of Service: _____
Complete Unit _____
Address: _____
M.O.S.: _____
Highest Rank: _____
Type of Discharge: _____
Reason for _____
Discharge: _____
Disciplinary _____
Action: _____

Dates of Service: _____
Branch of Service: _____
Complete Unit _____
Address: _____
M.O.S.: _____
Highest Rank: _____
Type of Discharge: _____
Reason for _____
Discharge: _____
Disciplinary _____
Action: _____

SECTION 4: MILITARY

Dates of Service: _____
Branch of Service: _____
Complete Unit _____
Address: _____
M.O.S.: _____
Highest Rank: _____
Type of Discharge: _____
Reason for _____
Discharge: _____
Disciplinary _____
Action: _____

Dates of Service: _____
Branch of Service: _____
Complete Unit _____
Address: _____
M.O.S.: _____
Highest Rank: _____
Type of Discharge: _____
Reason for _____
Discharge: _____
Disciplinary _____
Action: _____

Dates of Service: _____
Branch of Service: _____
Complete Unit _____
Address: _____
M.O.S.: _____
Highest Rank: _____
Type of Discharge: _____
Reason for _____
Discharge: _____
Disciplinary _____
Action: _____

SECTION 4: MILITARY

6. ___ Yes ___ No

Have you ever served in the armed forces of another nation?
If yes, explain in detail.

7. ___ Yes ___ No

Have you ever been denied entrance or re-entrance to any of the
U.S. Armed Forces for any reason? If yes, explain in detail.

8. ___ Yes ___ No

Have you ever been charged, detained, or arrested on a military
installation for any reason? If yes, explain in detail (include dates,
places, law enforcing authority or type, type of court or court martial,
unit where action occurred, charge and action taken in each incident)
and attach a copy of all reports.

SECTION 4: MILITARY

9. ___ Yes ___ No While in military service, were you ever arrested and/or convicted for any offense, a defendant in a trial, **or** have you been subject to any disciplinary or corrective action? If yes, explain in detail (include dates, places, law enforcing authority or type, type of court or court martial, unit where action occurred, charge and action taken in each incident) and attach a copy of all reports.

SECTION 5: EMPLOYMENT

- List every period of employment, or period of unemployment since age 17 or the last 10 years **whichever is longer**. Begin with present employment. Account for all time periods. Include all part-time, temporary, and/or seasonal employment, periods of unemployment, and school attendance. List complete addresses and telephone numbers. If you answer yes to disciplinary action, attach an additional page and explain fully.

From Date:	Name & Address of Employer:	Job Title:
To Date:		Area Code & Phone Number:
Salary:		Name of Supervisor/E-mail:
Reason Left:		Disciplinary Action?

From Date:	Name & Address of Employer:	Job Title:
To Date:		Area Code & Phone Number:
Salary:		Name of Supervisor/E-mail:
Reason Left:		Disciplinary Action?

From Date:	Name & Address of Employer:	Job Title:
To Date:		Area Code & Phone Number:
Salary:		Name of Supervisor/E-mail:
Reason Left:		Disciplinary Action?

From Date:	Name & Address of Employer:	Job Title:
To Date:		Area Code & Phone Number:
Salary:		Name of Supervisor/E-mail:
Reason Left:		Disciplinary Action?

SECTION 5: EMPLOYMENT

From Date	Name & Address of Employer:	Job Title:
To Date		Area Code & Phone Number
Salary		Name of Supervisor/E-mail:
Reason Left:		Disciplinary Action?

From Date	Name & Address of Employer:	Job Title:
To Date		Area Code & Phone Number
Salary		Name of Supervisor/E-mail:
Reason Left:		Disciplinary Action?

From Date	Name & Address of Employer:	Job Title:
To Date		Area Code & Phone Number
Salary		Name of Supervisor/E-mail:
Reason Left:		Disciplinary Action?

From Date	Name & Address of Employer:	Job Title:
To Date		Area Code & Phone Number
Salary		Name of Supervisor/E-mail:
Reason Left:		Disciplinary Action?

SECTION 5: EMPLOYMENT

2. ___ Yes ___ No Have you applied for employment with any law enforcement, criminal justice, or governmental agency to include the Metropolitan Nashville Police Department?

If yes, provide the name (s) of the agency, complete address, position applied for and approximate date applied. If you need additional space, attach a separate sheet.

Agency	Address (Street, City, State, Zip)	Appx. Date	Position Applied For

3. ___ Yes ___ No Have you ever been disqualified by any law enforcement, criminal justice, or governmental agency including MNPDP?

If yes, provide the name (s) of the agency, complete address, and position applied for and approximate date, and reason for disqualification. If you need additional space, attach a separate sheet.

Agency	Address (Street, City, State, Zip)	Appx. Date	Position Applied For

SECTION 5: EMPLOYMENT

4. ___ Yes ___ No Have you ever been discharged, asked to resign, laid-off, or subjected to disciplinary action while in any position (except military)? If yes, explain in detail.

5. ___ Yes ___ No Have you ever resigned (quit) after being informed that your employer intended to discharge (fire) you for any reason? If yes, explain in detail.

6. ___ Yes ___ No Have you ever been discharged from any position for failing a probationary period? If yes, explain in detail.

7. ___ Yes ___ No Have you ever resigned while under investigation or resigned in lieu of being terminated for any reason? If yes, explain in detail.

SECTION 5: EMPLOYMENT

8. ___ Yes ___ No Have you ever received unemployment compensation? If yes, explain in detail.

9. ___ Yes ___ No Have you ever quit any job without giving notice? If yes, explain in detail.

10. ___ Yes ___ No Have you ever been refused a job? If yes, explain in detail.

11. ___ Yes ___ No Are there any places where you once worked that would refuse to rehire you? If yes, explain in detail (include employer's name).

SECTION 5: EMPLOYMENT

12. ___ Yes ___ No

Have you ever been disciplined, reprimanded, or counseled at any job for any reason? If yes, explain in detail.

13. ___ Yes ___ No

Have you ever been interviewed by an employer's internal affairs, quality control, loss prevention, or other disciplinary unit? If yes, explain in detail.

14. ___ Yes ___ No

Have you ever been warned, counseled, disciplined, or otherwise spoken to about comments you made regarding someone's race, gender, religion, nationality, or sexual preference? If yes, explain in detail.

15. ___ Yes ___ No

Have you ever sexually harassed another employee? If yes, explain in detail.

SECTION 5: EMPLOYMENT

16. ___ Yes ___ No

Have you ever received a less than satisfactory evaluation? If yes, explain in detail.

17. ___ Yes ___ No

Have you ever called in sick to work when you were not sick? If yes, explain in detail.

18. ___ Yes ___ No

Have you ever clocked someone else in or had someone else clock you in in violation of the employer's rules? If yes, explain in detail.

19. ___ Yes ___ No

Have you ever used a company vehicle for personal use in violation of the employer's rules? If yes, explain in detail.

SECTION 5: EMPLOYMENT

20. ___ Yes ___ No

Have you ever intentionally violated any employer’s rule(s) but not been caught. If yes, explain in detail.

21. ___ Yes ___ No

Have you ever used your position for personal gain in any way? If yes, explain in detail.

22. ___ Yes ___ No

Have you ever stolen money or anything else from any employer? If yes, explain in detail.

23. ___ Yes ___ No

Have you ever been accused of stealing any money or anything else from any employer, whether you did it or not? If yes, explain in detail.

SECTION 5: EMPLOYMENT

24. ___ Yes ___ No

Have you ever had any system or plan for stealing from an employer? If yes, explain in detail.

25. ___ Yes ___ No

Will your current position be in jeopardy if contacted by the Metropolitan Nashville Police Department. If yes, explain in detail.

26. ___ Yes ___ No

At this time do you agree to allow the Metropolitan Nashville Police Department to contact any and/or all present employers? If no, explain in detail.

SECTION 6: REFERENCES

1. List at least 5 persons **NOT** related by blood or marriage. Do not list employers or supervisors (current or former). List individuals who have known you for at least 3 or more years.

Name	Complete Address <i>Include City, State and Zip Code</i>	E-Mail Address	Phone Number

2. List at least 3 next door neighbors of your current address. If you have lived there less than 6 months, list the neighbors from your previous address. If you do not know your neighbor's name, indicate so, and provide the address.

Name	Complete Address/E-mail Address/Telephone number <i>Include City, State and Zip Code</i>

SECTION 7: ARRESTS, CONVICTIONS, LITIGATIONS

Any questions which require an explanation should be explained in the space provided, if more detail is needed, attach a sheet referencing the section and question.

1. Yes No Have you ever been arrested for a criminal offense, felony, misdemeanor, misdemeanor arrest citation, or had any charges expunged? If yes, explain in detail. Even if charge was expunged, you must tell us in order to avoid disqualification for failing to disclose, including offenses that occurred as a juvenile. If expunged, attach a copy of the expungement order.

2. Yes No Have you ever been convicted, pled guilty, or entered a plea of nolo contendere for a criminal offense, felony, misdemeanor, or misdemeanor arrest citation? If yes, explain in detail, including offenses that occurred as a juvenile.

3. Yes No Have you ever been placed on or received pretrial diversion, or community corrections for any charge? If yes, explain in detail.

4. Yes No Are there any criminal or civil cases pending against you or your immediate family at this time? If yes, explain.

SECTION 7: ARRESTS, CONVICTIONS, LITIGATIONS

5. ___ Yes ___ No

Have you ever received and/or been convicted of a traffic offense, including parking violations? (conviction also means the payment of fines) If yes, explain in detail.

6. ___ Yes ___ No

Have you ever been involved in any civil court action? If yes, explain in detail.

7. ___ Yes ___ No

Have you ever been served with a criminal summons? If yes, explain in detail.

8. ___ Yes ___ No

Have you ever had a civil order placed against you? (to include an order of protection, restraining order, injunction against harassment) If yes, explain in detail.

SECTION 7: ARRESTS, CONVICTIONS, LITIGATIONS

9. ___ Yes ___ No

Have you ever been fingerprinted for any reason, other than for this hiring process? If yes, explain in detail.

10. ___ Yes ___ No

Have you ever taken a polygraph or CVSA examination, other than for this hiring process? If yes, explain in detail.

11. ___ Yes ___ No

Have the police ever been called to your residence for any reason? If yes, explain in detail, including who called.

12. ___ Yes ___ No

Have the police ever been called to or summoned to an incident where you were present or had participated? If yes, explain in detail, including who called.

SECTION 7: ARRESTS, CONVICTIONS, LITIGATIONS

13. ___ Yes ___ No

Are there any incidents in which you have been contacted or interviewed by a police officer? If yes, list all such matters, even if not formally charged, no court appearance was required, found not guilty, or matter settled by payment or fine. Do not include traffic tickets.

14. ___ Yes ___ No

Have you ever been in a physical confrontation or altercation with anyone, including your spouse, ex-spouse, children, relatives, girl/boyfriends, or parents? (to include pushing, shoving, etc.) If yes, explain in detail.

15. ___ Yes ___ No

Has your spouse, ex-spouse, children, relatives, girl/boyfriends or parents ever called the police on you for any reason? If yes, explain in detail.

SECTION 7: ARRESTS, CONVICTIONS, LITIGATIONS

16. ___ Yes ___ No

Has your spouse, ex-spouse, children, relatives, girl/boyfriends or parents ever accused you of battery in a report or discussion with anyone else? If yes, explain in detail.

17. ___ Yes ___ No

Has anyone ever claimed that you have beaten, abused, mistreated, or sexually assaulted a child, no matter the relationship or non-relationship of the child to you? If yes, explain in detail.

18. ___ Yes ___ No

Have you ever been the victim of a crime? If yes, explain in detail.

SECTION 8: TRAFFIC RECORDS

1. Yes No Are you currently licensed to operate a motor vehicle? If yes
Driver License No. _____ State _____

2. Yes No Are there any other states where you have been or are currently
licensed to operate a motor vehicle. If yes, list each state and the
driver license number.

3. Yes No Has your driver license ever been suspended, revoked, or cancelled
in any state? If yes, explain in detail to include state, license
number, date, and reason.

4. Yes No Has any registration for any vehicle owned by you ever been
cancelled, refused, suspended, or revoked for any reason? If yes,
explain in detail to include state, license number, date, and reason.

SECTION 8: TRAFFIC RECORDS

5. ___ Yes ___ No Are there any traffic charges pending against you at this time? If yes, explain in detail.

6. ___ Yes ___ No Have you ever used registration plates on your vehicle when those plates were registered to another vehicle? If yes, explain in detail.

7. ___ Yes ___ No Have you ever used another person's driver license or allowed another person to use your driver license for any reason? If yes, explain in detail.

8. ___ Yes ___ No Have you ever been involved in a hit and run accident? If yes, explain in detail.

SECTION 8: TRAFFIC RECORDS

9. ___ Yes ___ No

Have you ever committed a crime involving a motor vehicle? If yes, explain in detail.

10. ___ Yes ___ No

Have you ever taken another person's vehicle without permission, whether you knew the person or not? If yes, explain in detail.

11. ___ Yes ___ No

Have you ever been sued as a result of a traffic accident? If yes, explain in detail.

SECTION 8: TRAFFIC RECORDS

12. ___ Yes ___ No Have you ever been involved in a motor vehicle accident? If yes, list all traffic accidents in which you were a driver below.

Date	Did Police Investigate?	Location	Police Agency	Injury?	Were you at Fault?

13. ___ Yes ___ No Have you ever lied to any insurance company about any traffic incident? If yes, explain in detail.

14. ___ Yes ___ No Have you ever had automobile insurance withdrawn, revoked, cancelled, or have you been refused automobile insurance? If yes, explain in detail. (include name and address of insurance carrier, date(s) of occurrence (s), and reason)

SECTION 8: TRAFFIC RECORDS

- 15.** List the name and address of the insurance company with whom you previously and currently have automobile insurance. Tennessee law requires that you have at least liability insurance on all motor vehicles.

- 16.** List all traffic citations you have received. Exclude parking citations.

Date	Agency / City / State	Charge	Disposition

SECTION 9: PERSONAL QUESTIONNAIRE

If any of these questions are answered YES, attach a full detailed explanation referencing the section and question number. (Particularly describe the dates, circumstances, and frequency.)

If associated with any organization, also include nature and extent of the association, including office or position held. If associations have been with individuals who are members of these organizations, then list the individuals and the organizations with which they were or are affiliated.

YES NO

1. ___ ___ Are you now or have you ever been a member of any communist organization (s) anywhere? If yes, explain in detail.

2. ___ ___ Are you now or have you ever been a member of any organization, association, movement, group, or combination of persons which advocates the overthrow of our constitutional form of government, or which has adopted the policy of advocating or approving the commission of acts of force or violence to deny other persons their rights under the law or the Constitution of the United States by unlawful or unconstitutional means? If yes, explain in detail.

3. ___ ___ Are you now or have you ever been affiliated or associated with any organization of the type described above, as an agent, official or employee? If yes, explain in detail.

4. ___ ___ Are you now associating with or have associated with any individuals, including relatives, who you know or have reason to believe are or have been members of any organizations described? If yes, explain in detail.

SECTION 9: PERSONAL QUESTIONNAIRE

YES NO

5. ___ ___ Have you ever been engaged in any of the following activities of any organization of the type described previously in question 2: contribution(s) to, attendance of or participation in any organization, social, or other activities of said organizations or any projects sponsored by them: the sale, gift, or distribution of any written, printed, or other matter, prepared, reproduced, or published, by them or any of their agents or instrumentalities? If yes, explain in detail.
6. ___ ___ Have you ever done anything to harm, insult, or frighten another person because of that person's race, gender, sexual preference, nationality, or religion? If yes, explain in detail.
7. ___ ___ Have you ever been delinquent in paying any of your debts or taxes? If yes, explain in detail.
8. ___ ___ Have you ever been bonded? If yes, explain in detail.
9. ___ ___ Have you ever been refused by a bonding company? If yes, explain in detail.
10. ___ ___ Have you ever had any licenses or permits issued to you? (include security guard and private investigator license, but exclude driver license). If yes, explain in detail.
11. ___ ___ Have you ever been refused a license or permit? If yes, explain in detail.

SECTION 9: PERSONAL QUESTIONNAIRE

YES NO

12. Have you ever applied for a permit to carry a concealed weapon?
If yes, explain in detail.
Name of Agency:

Reason for Permit:

- Was permit granted? _____
13. Have you ever been denied a permit to carry a concealed weapon?
If yes, explain in detail.
14. To your knowledge, have you ever been the subject of any criminal
or civil rights investigation? If yes, explain in detail.
15. Have you ever driven a motor vehicle when you thought you had
drank too much of any alcoholic beverage or used drugs? If yes,
explain in detail.
16. Have you ever been stopped, questioned, or arrested for driving
while intoxicated, driving while impaired, or driving under the
influence of alcohol or any controlled substance, whether you were
arrested or not? If so, explain in detail.
17. Do you routinely consume alcoholic beverages or use drugs? If so,
explain the circumstances, and the setting – include the type of drink
or drugs used, and how much used in an average week.

SECTION 9: PERSONAL QUESTIONNAIRE

- | | YES | NO | |
|-----|-----|-----|---|
| 18. | ___ | ___ | Have you been intoxicated within the last year? If yes, indicate how many times. When was the last time you drank any alcoholic beverage or used any type of drug (other than a drug prescribed by a physician)? List type of alcoholic beverage and/or drug used and date. |
| 19. | ___ | ___ | Does your personality change when you have been drinking or using drugs? If yes, explain in detail. |
| 20. | ___ | ___ | Has there been a period in your life when you thought you abused alcoholic beverages or drugs? If so, explain in detail. |
| 21. | ___ | ___ | Have you ever had any contact with any law enforcement officer because you had been drinking? If so, explain in detail. |
| 22. | ___ | ___ | Have you ever been in a fight or argument with anyone while you had been drinking or using drugs? If so, explain in detail. |
| 23. | ___ | ___ | Have you ever used drugs or drank alcoholic beverages while on the job anywhere? If so, explain in detail. |
| 24. | ___ | ___ | Have you ever called in sick because you were too hung over or drunk to go to work? If so, explain in detail. |
| 25. | ___ | ___ | Have you ever done anything while under the influence of alcohol or drugs that you would not have done if you had been sober? If so, explain in detail. |

SECTION 9: PERSONAL QUESTIONNAIRE

YES NO

26. Have you ever used a prescription medication that was prescribed for someone else? If yes, explain in detail to include how many times and when was the last time.
27. Have you ever used illegal drugs? If yes, what types have you used; how many times have you used them, and when was the last time you used them.
28. Have you ever sold or participated in the sale of any kind of narcotic, dangerous drug, or marijuana? This includes but is not limited to: marijuana, cocaine, crack cocaine, anabolic steroids, ecstasy, LSD. If yes, explain in detail to include the last time you sold, kind of drug, and how many times.
29. Have you ever bought any kind of narcotic, dangerous drug, or marijuana? This includes but is not limited to: marijuana, cocaine, crack cocaine, anabolic steroids, ecstasy, LSD. If yes, explain in detail.
30. Did you ever deliver, pick up, send, hide, keep or in any other way handle any narcotic, dangerous drug, or marijuana that belonged to you or someone else? This includes but is not limited to: marijuana, cocaine, crack cocaine, anabolic steroids, ecstasy, LSD. If yes, explain in detail.
31. Have you ever been involved in an argument or fight because of a narcotic, dangerous drug, or marijuana? This includes but is not limited to: marijuana, cocaine, crack cocaine, anabolic steroids, ecstasy, LSD. If yes, explain in detail.
32. Have you ever been present when someone else was selling, or buying a narcotic, dangerous drug, or marijuana? This includes but is not limited to: marijuana, cocaine, crack cocaine, anabolic steroids, ecstasy, LSD. If so, explain in detail.

SECTION 9: PERSONAL QUESTIONNAIRE

- | | YES | NO | |
|-----|--------------------------|--------------------------|---|
| 33. | <input type="checkbox"/> | <input type="checkbox"/> | Have you ever used, bought, sold or gave away any prescription drugs not lawfully prescribed to you. If yes, explain in detail. |
| 34. | <input type="checkbox"/> | <input type="checkbox"/> | Have you ever purchased alcoholic beverages for a minor? If yes, explain in detail. |
| 35. | <input type="checkbox"/> | <input type="checkbox"/> | Have you ever been determined by a court to be a "delinquent"? If so, explain in detail. |
| 36. | <input type="checkbox"/> | <input type="checkbox"/> | Did you ever run away from home? If so, explain in detail. |
| 37. | <input type="checkbox"/> | <input type="checkbox"/> | Have you ever stolen money? If yes, explain in detail to include the amount of money and the circumstances. |
| 38. | <input type="checkbox"/> | <input type="checkbox"/> | Have you ever shoplifted anything at any time in your life? If so, explain in detail. |
| 39. | <input type="checkbox"/> | <input type="checkbox"/> | Have you ever switched price tags or labels on any merchandise at any time in your life? If so, explain in detail. |
| 40. | <input type="checkbox"/> | <input type="checkbox"/> | Did you ever buy anything that you suspected or knew was stolen? If so, explain in detail. |
| 41. | <input type="checkbox"/> | <input type="checkbox"/> | Have you ever stolen a gun or weapon of any kind? If so, explain in detail. |
| 42. | <input type="checkbox"/> | <input type="checkbox"/> | Did you ever steal or help someone else steal any kind of vehicle? If so, explain in detail. |
| 43. | <input type="checkbox"/> | <input type="checkbox"/> | Did you ever ride in a vehicle you suspected or knew to be stolen? If so, explain in detail. |

SECTION 9: PERSONAL QUESTIONNAIRE

- | | YES | NO | |
|-----|--------------------------|--------------------------|--|
| 44. | <input type="checkbox"/> | <input type="checkbox"/> | Have you ever unlawfully forced entry into any room, building, or residence of any kind in your life? If so, explain in detail. |
| 45. | <input type="checkbox"/> | <input type="checkbox"/> | Were you ever with someone else who unlawfully forced entry into any room, building, or residence of any kind in your life? If yes, explain in detail. |
| 46. | <input type="checkbox"/> | <input type="checkbox"/> | Have you ever robbed anyone or were you ever with someone else who robbed someone? If yes, explain in detail. |
| 47. | <input type="checkbox"/> | <input type="checkbox"/> | Have you ever snatched a purse or were you ever with someone who snatched a purse? If yes, explain in detail. |
| 48. | <input type="checkbox"/> | <input type="checkbox"/> | Have you ever been involved in a fight? If yes, explain in detail to include the last time you were involved. |
| 49. | <input type="checkbox"/> | <input type="checkbox"/> | Have you ever injured someone in a fight? If yes, explain in detail. |
| 50. | <input type="checkbox"/> | <input type="checkbox"/> | Have you ever been involved in or witnessed any kind of murder or any other type of killing? If yes, explain in detail. |
| 51. | <input type="checkbox"/> | <input type="checkbox"/> | Have you ever been involved in or been accused of any type of forced sexual act? If yes, explain in detail. |
| 52. | <input type="checkbox"/> | <input type="checkbox"/> | Have you ever forced anyone to have sexual intercourse with you? If yes, explain in detail. |
| 53. | <input type="checkbox"/> | <input type="checkbox"/> | Have you ever forced anyone to kiss, touch, or to have any other type of sexual contact with you? If yes, explain in detail. |

SECTION 9: PERSONAL QUESTIONNAIRE

- | | YES | NO | |
|-----|-----|-----|---|
| 54. | ___ | ___ | Have you intentionally ever viewed, downloaded or possessed materials containing sexually explicit pictures of minors? If yes, explain in detail. |
| 55. | ___ | ___ | Have you ever done anything to harm, insult, or frighten another person because of that person's race, gender, sexual preference, nationality, or religion? If yes, explain in detail. |
| 56. | ___ | ___ | Have you any racial, ethnic, religious, sexual or other prejudices that will affect your job performance? If yes, explain in detail. |
| 57. | ___ | ___ | Have you ever committed or been involved in cruelty to animals? If yes, explain in detail. |
| 58. | ___ | ___ | Have you ever committed or been involved in any illegal activity involving animals? If yes, explain in detail. |
| 59. | ___ | ___ | Have you ever committed or been involved in the violation of any firearm law or regulation? If yes, explain in detail. |
| 60. | ___ | ___ | Have you ever fired a handgun, rifle, or shotgun either purposely or accidentally? If yes, explain in detail. |
| 61. | ___ | ___ | Have you ever committed or been involved in vandalism, fraud, forgery, harassment, arson, bigamy, bribery, extortion, prostitution, theft, illegal numbers, unlawful gambling, trespassing, false alarms, embezzlement, illegal eavesdropping, or impersonation of a law enforcement officer? If so, explain in detail. |
| 62. | ___ | ___ | Have you ever been on parole or probation for any reason? If so, explain in detail. |

SECTION 11: APPLICANT'S CERTIFICATION AND RELEASE

Read each of the following statements carefully. You must place your initials at the end of each statement indicating that you have read and understand each statement. If you do not understand one of the statements, ask for an explanation prior to initialing. Failure to initial the following statements may subject you to immediate disqualification.

- I agree to immediately notify the Recruitment Section if I have any interaction or contact with any Law Enforcement Official. This includes but is not limited to: reports that are matter of record, citations, traffic stops, tickets, arrests, interviews, requests for information etc.

Initials

- I agree to have the U. S. Internal Revenue Service furnish the Chief of Police copies of my income tax returns at any time during my processing as an applicant, and my probation period.

Initials

- I agree to submit to a polygraph/CVSA, should it become necessary, at the direction of the Chief of Police or Director of Police Personnel, at any time during my processing as a police applicant and during my probationary period.

Initials

- I certify that there are no misrepresentations, omissions, or falsifications in the foregoing statements and answers, and that the entries made or attached by me above are true, complete, and correct to the best of my knowledge and belief and are made in good faith.

Initials

- I further agree and consent in advance to being immediately disqualified and/or discharged if any of the above information contains any misrepresentations or falsifications or if any material information has been omitted.

Initials

- I further agree that should I change my address or place of employment, I will notify the Recruitment Section of the Metropolitan Nashville Police Department within 48 hours and should I fail to do this it may subject me to disqualification as an applicant. Also, any interaction with law enforcement or legal issues criminal or civil by applicant or immediate family during application period or during the training process.

Initials

- I further verify that the initials noted above are my initials and made by me. I also verify that I have read and understand each of the statements listed above.

Initials

SECTION 11: APPLICANT’S CERTIFICATION AND RELEASE

****THIS PAGE MUST BE NOTARIZED****

- I hereby certify that all statements made in this application or attached to it are true and correct to the best of my knowledge. I am aware that withholding pertinent information or information found to be materially (grossly) inaccurate may be cause for refusing further consideration of my application, or will constitute grounds for my termination if I am employed. I understand this is not to be considered as an indication of probable obligation upon the department to make an appointment, but a part of the selection process only. I understand that failure on my part to comply with any instructions given or to notify the Metropolitan Nashville Police Department of a change of address within 48 hours may subject my file to being closed.

Name of Applicant

Signature of Applicant

Address (Numerical, Street, City, State, Zip Code)

NOTARY ACKNOWLEDGEMENT

State of _____

County of _____

Personally appeared before me, the undersigned, Notary Public for said County and State, _____ to me known (or proved to me on the basis of satisfactory evidence) to be the person who executed the within instrument for the purposes therein contained.

Witness my hand, at Office this _____ day of _____, 20 _____

Notary Public

My Commission Expires

SECTION 12: AUTHORIZATION TO RELEASE INFORMATION

****THIS PAGE MUST BE NOTARIZED****

➤ Release From Liability:

I respectfully request and authorize you to furnish the Metropolitan Nashville Police Department any and all information that you have concerning me, my employment record, school and academic record (to include any disciplinary action), reputation, financial and credit status, criminal record, and my traffic record. Such information will include but will not be limited to: hospital, medical, physical, mental, military, police and court records, police reports including juvenile records, polygraph/CVSA examination reports, background investigative material and reports. This information is to be used to assist the Metropolitan Nashville Police Department in determining my qualifications and fitness for the position I am seeking. I hereby release you, your organization, or others from any liability or damage which may result from furnishing the information requested.

Name of Applicant

Signature of Applicant

Address (Numerical, Street, City, State, Zip Code)

NOTARY ACKNOWLEDGEMENT

State of _____

County of _____

Personally appeared before me, the undersigned, Notary Public for said County and State, _____, to me known (or proved to me on the basis of satisfactory evidence) to be the person who executed the within instrument for the purposes therein contained.

Witness my hand, at Office this _____ day of _____, 20____

Notary Public

My Commission Expires

AUDIO/VIDEO RECORDING RELEASE

I, _____, understand that I may be audio and/or video
Applicant's Name
recorded during the background investigation and/or civil service testing process. I agree and consent, without compensation, to being audio and/or video recorded and to the use of any audio and/or video recordings containing my image, likeness, and/or voice, for the purpose of determining my suitability and/or eligibility for employment.

APPLICANT'S SIGNATURE

DATE

WITNESS' SIGNATURE

DATE

DOMESTIC ABUSE

WHAT QUALIFIES AS DOMESTIC ABUSE

- 1) By inflicting or attempting to inflict personal injury onto an adult or a minor.**
- 2) By placing an adult or minor in fear of personal harm, physical restraint or the threat of malicious damage to an adult or minor's personal property.**

Signature of Awareness

DOMESTIC ABUSE VICTIM

- **"Domestic abuse victim"** means any person who falls within the following categories:
 - Adults or minors who are current or former spouses;
 - Adults or minors who live together or who have lived together;
 - Adults or minors who are dating or who have dated or who have or had a sexual relationship, [as used herein "dating" and "dated" do not include fraternization between two (2) individuals in a business or social context];
 - Adults or minors related by blood or adoption;
 - Adults or minors who are related or were formerly related by marriage; or
 - Adult or minor children of a person in a relationship that is described in subdivisions (5) (A)-(E);
(TCA 36-3-601-624)
- You must immediately report to your MNPD chain of command or Recruitment background investigator within 48 hours any DV incident that you or your immediate family member is involved in as a suspect, victim or witness.

Signature of Awareness

MILITARY RECORDS

To: The National Personnel Records Center

- I respectfully request and authorize the National Personnel Records Center, and other custodian of my military record to release to the Metropolitan Nashville Police Department any and all information or photocopies that you have concerning my military personnel records to include medical records and any record of disciplinary action and/or court martial. This should also include an undeleted photocopy of my Report of Separation, DD214.

SIGNATURE MUST BE NOTARIZED

Name of Applicant

Signature of Applicant

Address (Numerical, Street, City, State, Zip Code)

NOTARY ACKNOWLEDGEMENT

State of _____

County of _____

Personally appeared before me, the undersigned, Notary Public for said County and State, _____, to me known (or proved to me on the basis of satisfactory evidence) to be the person who executed the within instrument for the purposes therein contained.

Witness my hand, at Office this _____ day of _____, 20____

Notary Public

My Commission Expires