

LAS VEGAS METROPOLITAN POLICE DEPARTMENT  
**LETTER OF AUTHORIZATION TO RETRIEVE A COPY OF BACKGROUND CHECK**

Date: \_\_\_\_\_

Dear Sir/Madam:

My name is \_\_\_\_\_

For reasons unforeseen, I am not able to retrieve my background check (SCOPE) in person.

Therefore, I give permission to \_\_\_\_\_ and allow him/her to retrieve my report from the Las Vegas Metropolitan Police Department. I have prepared this notarized letter for this retrieval requirement.

\_\_\_\_\_  
Signature of person giving authorization  
(Must be notarized)

State of \_\_\_\_\_

County of \_\_\_\_\_

This instrument was acknowledged before me on

\_\_\_\_\_ by \_\_\_\_\_  
(Date) (Printed Name of Signer)

\_\_\_\_\_  
Signature of person eligible to retrieve report