

**City of Pembroke Pines  
Recreation & Cultural Arts Department  
10100 Pines Boulevard  
Pembroke Pines, Florida 33026  
(954)392-2130**

On November 11, 2015, the City Commission passed Ordinance 2015-27. The ordinance requires a Level II background check for all volunteers, coaches, and employees who have access to youth, seniors and other vulnerable populations in all city-operated or city-supervised programs. All coaches and parent volunteers will be required to complete a level II background check through the City's Police Department. The City employs a Livescan device, which enable us to capture fingerprints digitally and transmit the prints to the Florida Department of Law Enforcement using VECHS (Volunteer & Employee Criminal History System). FDLE, with the assistance of the FBI, will determine the subject's criminal history in state and national databases, as well as notifications of warrants or domestic violence injunctions the subject may have.

To begin the process please complete the information below as well as the attached VECHS Waiver Agreement and Statement. You will be required to bring these documents, as well as **government issued photo identification** with you when you attend your Livescan appointment.

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| <b>NAME:</b><br>(LAST, FIRST, MIDDLE)  |  |
| <b>DATE OF BIRTH:</b>  |  |
| <b>GENDER:</b>   |  |
| <b>RACE:</b>   |  |
| <b>HEIGHT:</b>   |  |
| <b>EYE COLOR:</b>  |  |
| <b>HAIR COLOR:</b>   |  |
| <b>WEIGHT:</b>   |  |
| <b>DRIVER LICENSE:</b>   |  |
| <b>HOME ADDRESS:</b>   |  |
| <b>CELL NUMBER:</b><br><b>HOME NUMBER:</b>   |  |
| <b>OPTIMIST/ORGANIZATION NAME:</b><br>(EX. WEST PINES OPTIMIST or SPECIAL POPULATIONS VOLUNTEER) |  |
| <b>SPORT/GENDER/AGE:</b><br>(EX. SOCCER/BOYS/U11)  |  |
| <b>EMAIL ADDRESS:</b>  |  |

