Access FIRST background screening from your FIRST account by selecting the OUTSTANDING TASKS drop-down.

Some firewalls may block access to the screening agency's website. If this occurs please complete the screening process from a computer that is not behind a firewall.

DO NOT attempt to complete your screening order using a mobile device.
Select **INCOMPLETE YOUTH PROTECTION SCREENING** from drop-down options. A new window will open for **Sterling Volunteers** where you will complete your screening order.

**DON’T SEE THE “INCOMPLETE YOUTH PROTECTION SCREENING” OPTION?**

- You may not have completed **ALL required fields** in your **FIRST** account profile.
- You may not have **accepted the invitation** to become Lead Coach/Mentor 1 or Lead Coach/Mentor 2.

**OR**

- You may have accepted a Mentor Contact role on a team but the Lead Coaches/Mentors have not sent you an email requesting that you complete the screening process.
Ordering a volunteer Background Check

Welcome! Volunteering is an important piece of the fabric of society, and it looks like you are interested in taking part! Most volunteer organizations require their volunteers to undergo a background check to ensure their safety as well as the safety of everyone involved in the program and community. That's why we're here – to place an order for a background check. Before moving forward with your background check order, fill out the form on the right to register – free of charge – to join the Verified Volunteers community. Then you'll be able to order your check in just 4 easy steps (less than 5 minutes).

Who is Verified Volunteers?

Verified Volunteers is a volunteer screening platform trusted by thousands of volunteer organizations across the country. We are the first and only screening provider to allow volunteers to own and control their own background checks. That means you can pay for your check once, and share it with other organizations in the Verified Volunteers community – for free! Learn more about Verified Volunteers – visit www.verifiedvolunteers.com.

A Quick Note About Security

By the way, with Verified Volunteers you can be assured that your information is safe. All data is encrypted and is stored in a completely secure environment. If you have any questions or concerns about Verified Volunteers' security measures, feel free to contact them at TheAdvocates@VerifiedVolunteers.com or 855-326-1860 Option 1.
4 Easy Steps to Getting Verified

**FIRST requires you to have a background check.**

A \( \sqrt{2} \) Advanced Criminal Locator Check will be conducted on you.

- **Learn More**
- **Cost of Background Check:** Varieties by State
- **FIRST Will Pay:** 100%

In areas where administrative courts charge Verified Volunteers fees for access to information, the fees will be passed along and the amount will be reflected in the total cost during Step 4 of the order process.

* denotes required information

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Below, you will be asked to enter your name. When doing so, please make sure to:

- Enter your first, middle, and last name separately
- Enter your legally given name only (the name that appears on your birth certificate or other official documentation). Nicknames or shortened names may cause errors and delays when processing your background check.

**Your First Name**

First Name*

**Your Middle Name**

Middle Name*

- I don't have a middle name

**Your Last Name**

Last Name*

**Your Suffix**

Suffix

**Your Date of Birth**

Month*   Day*   Year*

**Your Social Security Number**

SSN*   XX*   XXXX*

- No SSN

**Gender**

Gender*

**Contact Information**

Phone Number*

---

**SOCIAL SECURITY NUMBER IS OPTIONAL**

CHECK “NO SSN” TO PROCEED WITHOUT ENTERING YOUR SSN

**Step 1 of 4**

This short process should take you between 2-3 minutes to enter your information so we can get your order submitted.

---
4 Easy Steps to Getting Verified

Your Current Address

Address Line 1*

Address Line 2

City*

State*  United States

Zip Code*

How long have you lived at this address?

From* mm/yyyy  Present

Back  Continue

Step 2 of 4

Ok, you’re on to Step 2. Please continue to enter the information requested, then select Save & Continue.

APPROXIMATE DATE IS FINE
ALL THREE CHECK BOXES ON THIS PAGE ARE REQUIRED.

TYPING YOUR NAME AS ELECTRONIC SIGNATURE IS REQUIRED
4 Easy Steps to Getting Verified

Confirm your personal information is correct
Name: Lee Doucette
DOB: 11/12/1985
Phone: 6035022161
Email: nldoucette@gmail.com

☐ The Information above is correct.

[Go Back & Edit]

Please consider helping FIRST® cover the cost of your background check.
The cost to FIRST for screening is $8.00 per person. Please consider contributing some or all of the cost. Any and all donations are truly appreciated.
Please check with your tax advisor as any contribution you make may be tax deductible!

☐ I will pay $_________ to cover FIRST's cost of the order.
☐ Not at this time

Sign up for the Fast-Pass
Yes! I would like to purchase the Fast-Pass for $3.99.
No thank you.

What's a Fast-Pass?
Who can I share my Fast-Pass with? Take a peek!

Your Background Check Order # 1405186

<table>
<thead>
<tr>
<th>Item</th>
<th>Source Fee</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level 2: Advanced Criminal History Record Locator Search</td>
<td>Included</td>
<td></td>
</tr>
<tr>
<td>Government Watch List Search (OFAC)</td>
<td>Included</td>
<td></td>
</tr>
<tr>
<td>DOJ Sex Offender</td>
<td>Included</td>
<td></td>
</tr>
<tr>
<td>State Criminal Search - CT</td>
<td>Included</td>
<td></td>
</tr>
</tbody>
</table>

Total cost of Background Check
Amount Paid by FIRST
Donation
Sub-Total: $0.00
Tax: $0.00
Amount paid by me: $0.00

Submit Order

BE SURE REVIEW PERSONAL INFORMATION.
CHECK BOX TO CONFIRM INFORMATION IS CORRECT.
SELECT “GO BACK TO EDIT” IF INFORMATION NEEDS EDITING.

FAST PASS NOT REQUIRED

YOU MUST SELECT THE “SUBMIT ORDER” BUTTON TO COMPLETE THE PROCESS.
AND YOU'RE DONE!

You will receive an email from TheAdvocates@VerifiedVolunteers.com stating that your order was received.

You will receive a second email when your order is complete. That email will contain a link to the login screen at Verified Volunteers where you may review your report.