

Criminal Background Check Details

Date: [Insert Date]

To Whom It May Concern,

This letter serves to provide information regarding the criminal background check conducted on [Individual's Name], born on [DOB]. The check was performed on [Check Date] by [Company/Organization Name].

Details of the Background Check:

- **Full Name:** [Individual's Full Name]
- **Date of Birth:** [Individual's Date of Birth]
- **Social Security Number:** [SSN - if applicable]
- **Check conducted on:** [Check Date]
- **Conducted by:** [Company/Organization Name]

Findings:

[Insert Summary of Findings; e.g., no criminal record, types of offenses, etc.]

Conclusion:

Based on the information obtained, [Individual's Name] [has/has not] been found with any criminal records. For any further inquiries, please feel free to contact us at [Contact Information].

Sincerely,

[Your Name]

[Your Title]

[Company/Organization Name]

[Contact Information]