SAN MATEO COUNTY SHERIFF'S OFFICE

330 Bradford St., Redwood City, CA 94063
Telephone: 650-363-4911

Attached is a copy of the Visa/Police Clearance request form. Please fill out the form completely and send it in with a copy of your Driver's License or government issued ID. The fee for the visa letter is $11.

There are 3 options in sending in the information:

You can bring the request in person or mail it to:

San Mateo County Sheriff's Office

Records Bureau

330 Bradford St.

Redwood City, CA 94063

You can also make the request via email to: SHERIFFS_recordsrequest@smcgov.org

We accept several forms of payment:

- Cash (exact change only, in-person only)
- Credit Card (in-person or via email)
- Money Order
- Cashier's Check

We do not accept personal checks

Ken Binder, Sheriff

SAN MATEO COUNTY SHERIFF'S OFFICE

330 Bradford St., Redwood City, CA 94063
Telephone: 650-363-4911

APPLICATION FOR A VISA LETTER / POLICE CLEARANCE LETTER

Full Name: _____

Date of Birth: _____ Place of Birth: _____

Sex: ____ Race: _____ Hair Color: _____ Eye Color: ____ Height: ____ Weight: _____

Social Security #: _____ Driver's License _____ State: _____

Other names used: _____

Current Address: _____

Telephone #: _____ Occupation: _____

Employer's Name / Address: _____

Name of Nearest Relative or Friend: _____

Relationship: _____ Phone # _____

_____ _____
(Applicant's Signature) (Date)

Type of payment: Cash ☐ Credit Card ☐ Money Order ☐ Cashier's Check ☐

Phone# / Email for Credit Card Payment: _____

WILL PICK UP? (Y/N) _____ *TO BE MAILED? (Y/N) _____ NOTARIZATION? (Y/N) _____

(Complete address required, include zip code) *MAIL or EMAIL TO: _____

_____

Please email form and copy of ID to: SHERIFFS_recordsrequest@smcgov.org