



COUNTY OF SAN MATEO
OFFICE OF THE SHERIFF

A TRADITION OF SERVICE SINCE 1856

CARLOS G. BOLANOS, SHERIFF
MARK C. ROBBINS, UNDERSHERIFF

Attached is 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.

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 Records
400 County Center, 3rd Floor
Redwood City, CA 94063**

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

When mailing, please include an \$11.00 money order or cashier's check with an enclosed self-addressed envelope.

If you choose to come in person, please bring \$11.00 **EXACT CASH**

*******WE ARE NOT CHARGING AT THIS TIME*******

Carlos G. Bolanos, Sheriff



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APPLICATION FOR A VISA LETTER / POLICE CLEARANCE LETTER

PLEASE PRINT

Full Name: _____

Last

First

Middle

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: _____

Number

Street

Apt.

City

State

Zip

Telephone #: _____ **Occupation:** _____

Employer's Name & Address: _____

Name

Address

Name of Nearest Relative or Friend: _____ **Relationship:** _____

Address: _____

Applicant's Signature

Date

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