



# IDAHO STATE POLICE BUREAU OF CRIMINAL IDENTIFICATION



## FINGERPRINT BASED CRIMINAL BACKGROUND CHECK FORM of the Idaho Central Repository of Criminal History Records

**A completed fingerprint card must be attached to this request.**  
 Submit a separate form for each request. Current forms are available at  
<https://www.isp.idaho.gov/BCI/index.html>.  
 Please print clearly in black ink.  
**A \$20.00 processing fee must be included.**

Applicant Name:	Applicant Date of Birth:
Requesting Person or Company	Address of Requester (Results will be mailed to this address) Street _____ City, State & Zip Code _____
Printed Name of Requester (Print Legibly)	Phone Number of Requester _____
Reason for Criminal History Check:	If you need results of the background check *notarized, please check here <input type="checkbox"/>  *Notary letter is based off the name as it appears on the fingerprint card.
Additional Information:	

**General Information: An individual may obtain a copy of an Idaho record through the following procedures.**

Submit a set of rolled fingerprints of the subject of the check on an applicant fingerprint card. These will be used to search the BCI database of fingerprints. Fingerprints provide a positive method of identification. The fingerprint card must be completed and include:

- Name (print)
- Signature of official taking fingerprints
- Weight
- Alias names (maiden and/or previous names)
- Date of birth
- Eyes
- Signature of person fingerprinted
- Country of citizenship
- Hair
- Current address
- Sex
- Place of Birth
- Date printed (Must be within **180 days** of the fingerprint card submission)
- Race
- Social Security Number (optional)
- Height

A check made payable to Idaho State Police must accompany the fingerprint card, or the Credit Card Authorization page needs to be filled out. The fee is \$20.00 for each fingerprint check. A \$20.00 processing fee will be charged for any returned checks.

This request may be hand delivered or mailed to the address below. The bureau does not telephone, email or fax responses. Please allow ample time for processing this request. Requests are processed on a first come basis.

The records maintained by the Idaho Bureau of Criminal Identification (BCI) are based upon the felony and serious misdemeanor arrests reported to BCI from other Idaho criminal justice agencies. If a person disputes the accuracy of information obtained, that person may challenge the information by writing to the address on this form.

Idaho Code 67-3008 (6) states, "A person or private agency, or public agency, other than the department, shall not disseminate criminal history record information obtained from the department to a person or agency that is not a criminal justice agency or a court without a signed release of the subject of record or unless otherwise provided by law."

**700 S. STRATFORD DR. STE. 120 • MERIDIAN, ID 83642  
PHONE (208) 884-7130 • FAX (208) 884-7193**



# Idaho State Police

## Bureau of Criminal Identification



### CREDIT CARD AUTHORIZATION FORM

**\*\*\*Please note: There is an additional processing fee of \$1.00 plus 3% of the total transaction for all payments made by credit or debit card.\*\*\***

Credit Card (If paying by credit or debit card, complete the following)\*

Name of applicant/subject(s) of record \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Requestor/Agency \_\_\_\_\_

Credit Card Type                      Visa                                      AmEx

   MasterCard                                      Discover

Credit Card Number:                      -                                      -                                      -

Expiration Date:                      /                                      Zip Code (Required):

Name as it appears on card: \_\_\_\_\_

Phone Number: \_\_\_\_\_  
 (Phone number required, in case we need clarification or have questions regarding payment)

Email: \_\_\_\_\_  
 (If you prefer your receipt to be emailed, please provide a legible email address)

**Signature of Payee:** \_\_\_\_\_

(Required before mailing or faxing)  
**Electronic signatures will not be accepted**

Phone: (208) 884-7130  
 Fax: (208) 884-7193  
 700 S. Stratford Dr., Ste. 120  
 Meridian, ID 83642

## ACCESS KEY AGREEMENT

This Access Key Agreement is entered into by and between the Intermountain Multiple Listing Service, Inc. (“IMLS”) and \_\_\_\_\_, an individual/corporation (the “Home Inspector”) on the date last signed by the parties hereto.

### RECITALS

WHEREAS IMLS operates an online computerized real estate multiple listing service for the Southwestern Idaho Region, which territory includes Southern Idaho and Southeast Oregon.

WHEREAS IMLS provides multiple listing data, other information and physical access to homes currently listed as active within the multiple listing service solely to its Participants, Subscribers and other parties authorized by IMLS.

WHEREAS Participants and Subscribers of IMLS are able to gain physical access homes listed for sale within the multiple listing service through the use of an electronic key and electronic lockbox.

WHEREAS during a typical real estate transaction, the buyer and seller oftentimes agree to have the home inspected by a home inspector.

WHEREAS IMLS desires to give Home Inspector the ability to access through use of an “Affiliate Key” to a home where the buyer and seller have agreed to have the home inspected and Home Inspector desires to received said Affiliate Key.

WHEREAS Home Inspector desires to receive an “Affiliate Key” and in consideration or receiving said Affiliate Key, Home Inspector agrees to abide by the covenants, promises terms and conditions as set forth herein:

In consideration or receiving an Affiliate Key, Home Inspector agrees to abide by the covenants, promises terms and conditions as set forth herein:

1. **Affiliate Key Term.** Home Inspector acknowledges and agrees that it has no ownership interest or absolute right, title or interest to receive an Affiliate Key from IMLS. Home Inspector acknowledges that the grant of an Affiliate Key by IMLS and the duration of its use shall be at the sole discretion of IMLS. IMLS may revoke Affiliate Key access for any reason and at any time. Home Inspector further acknowledges that to be eligible to hold an Affiliate Key, Home Inspector must meet certain criteria established by IMLS including, but not limited to, passing a background and fingerprint check, providing valid photo identification, carrying E&O insurance and General Liability, and hold affiliate membership with IMLS.

2. **Purpose of Affiliate Key.** Home Inspector shall use the Affiliate Key solely for the

purposes of conducting home inspection services on, in or around the home which Home Inspector is accessing. Home Inspector shall not allow third parties into the home unless the third party's presence is necessary for Home Inspector to conduct its home inspection. Real estate professionals who also act as home inspectors must meet the eligibility requirements of a home inspector to use the electronic key for home inspections.

3. **No Relationship.** This Agreement shall not render the Home Inspector an employee, independent contractor, partner, agent of, or joint venturer with IMLS for any purpose.

4. **Compliance with Laws and Regulations.** Home Inspector shall comply with all laws and ordinances, and the rules, regulations, or orders of all public authorities relating to the performance of the work under this Agreement.

5. **Compliance with Key Access Agreement.** In addition to the terms and conditions set forth in this Agreement, Home Inspector shall comply with all terms and conditions set forth in that certain Supra Key Holder Agreement.

6. **Setup Fees and License Fees.** Home Inspector agrees to pay for all setup fees and license fees related to the Affiliate Key.

7. **Indemnity and Hold Harmless Agreement.** Home Inspector agrees to indemnify, defend, release, save, and hold harmless IMLS, its officers, directors, employees and agents from and against any and all claims, damages, losses, and expenses, for bodily injury, illness, or death, or for property damage, including loss of use, including reasonable attorney's fees arising out of Home Inspector's performance of its work or its use of the Affiliate Key.

8. **Limitation of Liability.** HOME INSPECTOR AGREES AND ACKNOWLEDGES THAT IMLS SHALL NOT BE LIABLE UNDER ANY CIRCUMSTANCES FOR ANY SPECIAL, CONSEQUENTIAL, INCIDENTAL OR EXEMPLARY DAMAGES ARISING OUT OF OR IN ANY WAY CONNECTED WITH THIS AGREEMENT, INCLUDING BUT NOT LIMITED TO DAMAGES FOR LOST PROFITS OR LOSS OF USE. THE FOREGOING LIMITATION OF LIABILITY SHALL APPLY TO ANY CLAIMS BROUGHT BY HOME INSPECTOR WHETHER ANY SUCH CLAIMS ARE BASED UPON PRINCIPLES OF CONTRACT, WARRANTY, NEGLIGENCE OR OTHER TORT, BREACH OF ANY STATUTORY DUTY, THE FAILURE OF ANY LIMITED OR EXCLUSIVE REMEDY TO ACHIEVE ITS ESSENTIAL PURPOSE OR OTHERWISE.

9. **Confidentiality.** Home Inspector acknowledges that during the engagement Home Inspector may have access to and become acquainted with various trade secrets, client lists and other protectable information owned or licensed by IMLS and/or used by IMLS in connection with the operation of its business. Home Inspector agrees that it will not disclose any of the aforesaid, directly or indirectly, or use any of them in any manner, either during the term of this Agreement or at any time thereafter, except as required in the course

of this engagement with the Company. All files, records, documents, information, and similar items relating to the business of IMLS, coming into Home Inspector's possession, shall remain the exclusive property of IMLS.

10. **Right to Injunction.** The parties hereto acknowledge that the access granted to Home Inspector under this Agreement may be of a special, unique, unusual, and extraordinary character which gives them a peculiar value, the loss of which cannot be reasonably or adequately compensated by damages in any action at law, and the breach by Home Inspector of any of the provisions of this Agreement will cause IMLS irreparable injury and damage. Home Inspector expressly agrees that IMLS shall be entitled to injunctive and other equitable relief in the event of, or to prevent, a breach of any provision of this Agreement by the Home Inspector. Resort to such equitable relief, however, shall not be construed to be a waiver of any other rights or remedies that IMLS may have for damages or otherwise. The various rights and remedies of IMLS under this Agreement or otherwise shall be construed to be cumulative, and no one of them shall be exclusive of any other right or remedy allowed by law.

11. **No Assignment.** This Agreement shall not be assigned by without the express written consent of IMLS.

12. **Entirety Clause.** This Agreement supersedes all prior agreements between the Parties concerning the subject matter hereof, and reflects the entire agreement between the Parties. Any statements, representations, promises, or inducements that are not contained in this Agreement are not valid or binding on the Parties.

13. **Signature in Counterparts.** This Agreement may be signed in counterpart and circulated by facsimile transmission. Each of the counterparts shall be deemed an original, and all of them shall constitute one and the same instrument.

14. **Amendment.** This Agreement shall not be modified or amended except in writing signed by all Parties hereto.

15. **Headings.** The headings in the Agreement are for convenience only and shall not be used in interpreting the obligations of the Parties under this Agreement.

16. **Authority to Sign.** The Parties warrant that they have the capacity and authority to sign this Agreement and to accept the promises specified in it. All corporate or other action on the part of each party necessary for the performance of its obligations under this Agreement has been taken prior to the signing of this Agreement.

17. **Severability.** If any provision of this Agreement shall be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions shall not be impaired or affected in any way. Further, the Parties agree that those provisions, if any, found to be invalid, illegal or unenforceable, shall be modified by the Court, to conform to the most expansive permissible reading under the law.

18. **Attorneys' Fees.** Should any dispute arise concerning the meaning or interpretation of this Agreement, and if any claim be made on this Agreement or pursuant to this Agreement, the prevailing party in such dispute shall be entitled to reasonable attorney's fees and costs incurred in enforcing or defending this Agreement.

19. **Construction of Agreement.** Each Party has participated in, through their attorneys, in the drafting and preparation of this Agreement. This Agreement shall not be construed for or against any party based upon its preparation, but shall be construed as if all Parties, and each of them, jointly prepared it, and any uncertainty or ambiguity shall not be interpreted against any one party.

20. **Governing Law and Enforcement.** This Agreement shall be governed by and construed in accordance with the laws of the State of Idaho. Any legal action to interpret or enforce this Agreement shall be filed and heard in the courts located in the Fourth Judicial District, Ada County, Idaho.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement by their authorized representatives as of the Effective Date.

**Effective Date:** \_\_\_\_\_

**Intermountain Multiple Listing, Inc.**

**[Name of Company] LLC**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name, Title

\_\_\_\_\_  
Name, Title

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Facsimile Number

\_\_\_\_\_  
Facsimile Number

**For additional Home Inspector key information, visit  
<http://members.intermountainmls.com/Support/Supra.aspx>**