



### Payment Options for Fingerprint-Based Criminal History Verification Processing

The State requires a non-refundable fee of \$66.00 for processing the fingerprints and criminal history verification of newly employed, non-licensed individuals in Oregon public schools. District 4J is offering the following options for payment of the \$66.00 fee:

- Payment in full (\$66.00) is enclosed.
  - Cash
  - Check - Check number: \_\_\_\_\_  
Account # 100 000 23101  
Checks must be made out to the Eugene School District 4J.
  
- Payroll deduction in full (\$66.00) from 1st paycheck.
  
- Payroll deduction over 2 monthly payroll cycles (\$33.00 each month). Payment in full would be due with the final paycheck if employee terminates before two months.
  
- Outside Agency or other funding source: \_\_\_\_\_
  - Cash or  Check or Account # \_\_\_\_\_

I have read and understand the above payment options of this non-refundable processing fee, and selected the option of my choice.

\_\_\_\_\_  
Employee Name (please print)

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date