



JOHN W. INGRAM, V  
SHERIFF

*Office of the Sheriff*

BRUNSWICK COUNTY, NORTH CAROLINA

BOLIVIA 910-253-2777  
NC 800-672-6379  
FAX 910-253-2705

## APPLICANT CHECKLIST

- Copy of certified Birth Certificate
  - HS Dip./GED/Transcripts (must be sealed), OR College Degree (just need one)
  - Reading Assessment Test (Waived upon proof of College Degree)
  - Copy of SS Card & Copy of NCDL
  - County Application (Complete all sections and sign)
  - Release form and Personal History Statement( F3) both completed and notarized
  - BCSO Background Questionnaire
  - Employment Disqualifiers(must be notarized)
  - Credit History Check (Experian, TransUnion or Equifax)
  - Proof of no taxes owed in Brunswick County if a resident
  - BLET Certification or DOCC Certification(if applicable)
  - Military Record Request,DD214 & Discharge Certificate
- Packet should be completed in its entirety before submitting to BCSO.**