**INITIAL BACKGROUND CERTIFICATION**

As the duly authorized representative of the **[insert nonprofit name]**, I certify that the Criminal History Records Check process through the Maine Department of Education has been initiated for each board member and school leader and will be completed within the timetables set forth in the Sample Contract: Start-Up Plan and Conditions.

I also acknowledge that this is an ongoing obligation and if there is a change in board membership or school leadership the background check verification process must be immediately initiated to ensure compliance with our obligations as a public charter school applicant.

Signed and dated this [**date**] day of [**month and year**] in [**City**], Maine, under penalty of perjury.

NAME OF SCHOOL \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SIGNATURE OF DULY AUTHORIZED REPRESENTATIVE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE\_\_\_\_\_\_\_\_\_\_\_

NAME OF DULY AUTHORIZED REPRESENTATIVE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_