

## Addendum to DR 8520/DR 8557 – Associated Key License Application Form

The City of Fort Collins has more stringent criteria for determining acceptability as a licensee. Please answer the following questions in addition to similar questions in the DR 8520/DR 8557:

Applicant's Name (Last, First):

<p>Within the 10 years immediately preceding this application, have you been released from any form of incarceration or court-ordered supervision, including a deferred sentence, resulting from a conviction of:</p> <p>a. any felony;</p> <p>b. any crime which, under the laws of the State of Colorado, would be a felony; or</p> <p>c. any crime of which fraud or intent to defraud was an element, whether in Colorado or elsewhere.</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>
<p>Have you <b>EVER</b> been arrested, served with a criminal summons, charged with, or convicted of <b>ANY</b> crime or offense in any manner in this or any other country?</p> <ul style="list-style-type: none"> <li>You must include <b>ALL</b> arrests, charges, and convictions regardless of the outcome, even if the charges were dismissed or you were found not guilty.</li> <li>You must include <b>ALL</b> arrests, charges, and convictions regardless of the class of crime (felonies, misdemeanors, and/or petty offenses).</li> <li>You must include <b>ALL</b> serious traffic offenses, including DUI; DWAI; reckless driving; leaving the scene of an accident (hit and run); driving under denial, suspension or revocation; or any other offense which resulted in your being taken into custody.</li> </ul> <p><b>NOTICE:</b> Do not rely upon your understanding that an arrest or charge is “not supposed to be on your record.” A criminal record was not cleared, erased, sealed or expunged unless you were given, and have in your possession, a written order from a judge directing that action. List all cases without exception, including bankruptcies.</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>
<p>Have you (as an individual; as a member of a partnership or other form of domestic or foreign business entity; or as an owner, director, or officer of a corporation), <b>EVER</b> been a party to a lawsuit (other than divorces) either as a plaintiff or defendant, complainant or respondent, or in any other fashion, in this or any other country? This includes <b>ALL</b> lawsuits, regardless of the type of lawsuit or the court of jurisdiction (for example, a case in Small Claims Court should be included).</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>

If you answered YES to any of the questions above, explain in detail on a separate sheet and attach it to your application. For each offense for which you were arrested or charged, **YOU MUST OBTAIN OFFICIAL DOCUMENTATION FROM THE COURT WHERE YOU APPEARED, SHOWING THE FINAL DISPOSITION (OUTCOME) OF YOUR CASE.** This information will include whether you were found guilty or not guilty; and the penalty (money fine, time in jail or prison, or probation or deferred sentence). If you received a deferred judgment, a deferred sentence, or probation, your documentation must include the date that you were discharged or released from probation or other supervision.

