

**XEAPPI**  
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Pursuant to M.G. L. (Ch. 6, s. 168, «*mgmt\_company*») has been granted access to Criminal Offender Record Information (CORI) including conviction and pending criminal case data, for the purpose of tenant selection only, and shall not be otherwise used or disseminated. The following is a list of applicants for public housing.

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CORI Authorized Employee

1. «*full\_name*» «*date\_of\_birth*»  
full name date of birth  
  
«*address\_line1*» «*address\_line2*» «*address\_line3*» «*city*» «*state*» «*zip*»  
address  
  
«*ssn*»  
social security number

«today»

**XEAPPI**  
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Criminal History Systems Board  
200 Arlington Street, Suite 2200  
Chelsea, MA 02150

To Whom It May Concern:

Enclosed is a request for a criminal record. I certify that the person named on the attached form has been informed that a Criminal Record Check is being performed and that all signed acknowledgement forms are on file at «mgmt\_company».

Also enclosed is a check for \_\_\_\_\_ (\$10.00 per request) and a self-addressed, stamped envelope.

If you have any questions about this request, please contact the office.

Sincerely,

«rental\_agent»  
CORI Authorized Employee

Enclosure