SUFFOLK COUNTY POLICE DEPARTMENT
APPLICANT QUESTIONNAIRE
CHECK LIST

PDCS-5131l

READ CAREFULLY

SUBMIT THE ONLINE APPLICANT QUESTIONNAIRE AS INSTRUCTED AT ORIENTATION

RETURN THE ORIGINAL SIGNED AND NOTARIZED PRINTOUT OF THE ONLINE APPLICANT QUESTIONNAIRE WITH YOUR PACKET

A **PHOTOCOPY** of the following original documents **must** be included when the Applicant Questionnaire is returned to Applicant Investigation Section by the specified date. **DO NOT INCLUDE ORIGINAL DOCUMENTS IN YOUR PACKET.**

1. Birth Certificate
2. Valid Driver's License
3. Social Security Card
4. Marriage License (if Applicable)
5. Divorce Paperwork (if Applicable)
6. Selective Service Card
7. Vehicle Registration(s)
8. Motor Vehicle Accident Reports (MV104A) for **ALL** Accidents Outside Suffolk County Jurisdiction, **EXCLUDING** Emergency Vehicle Operation
9. Employer Performance Evaluations, Past 5 Years (if Applicable)
10. DD-214 or Statement of Service (if You Were/Are in the Military)
11. Criminal Court Disposition and/or Civil Court Findings (if Applicable)
12. Proof of U.S. Citizenship (if Born Abroad)
13. **Return All Required Paperwork in a 10 X 13 Clasped Manila Envelope.** On the **Outside** of the Envelope in the **Upper Left Corner, Print Your Last Name, First Name, Agency Applying For and Exam Grade.**

BRING TO PERSONAL INTERVIEW

1. Original of All Items Listed Above from 1 through 12
2. A **Postal Money Order –** Cost is: $75.00 (Fee to Process Fingerprints) **Leave Blank**
3. All Financial Obligations (Monthly Bills, Loans, Expenses, etc.)
4. All Financial Assets (Current Pay Stub, Bank Statements, Investments, etc.)
5. Car Insurance Letter – **MUST BE ORIGINAL** (Stating Policy is Current, Paid Up to Date, and There is **No Pending Litigation**)
6. IRS **Tax Return Transcript** Showing the Last 3 Years of Filed Taxes (irs.gov or 1-800-908-9946)
7. Lifetime Driving Abstract (DMV F.O.I.L. Request) (https://dmv.ny.gov)

ALL COMMUNICATION OR INQUIRIES TO BE DIRECTED TO:

SUFFOLK COUNTY POLICE DEPARTMENT
APPLICANT INVESTIGATION SECTION
30 Yaphank Avenue
Yaphank, NY 11980

TELEPHONE: 631-852-6203 FAX: 631-852-6569 E-MAIL: scpd-applicant@suffolkcountyny.gov