

Required Form & Document Names

- CH-Criminal Certificate Letter of Authority (I-1)
- CH-Criminal Certificate Data Form (I-1)

Purpose

Criminal Record searches in Switzerland are done through a Criminal Records Extract ("Certificate") process which requires subject participation. The Swiss Criminal Record Certificate is called an "Auszug aus dem Schweizerischen Zentralstrafregister/Extrait du casier judiciaire/Estratto del Casellario Giudiziario."

First Advantage's local fulfillment partner will order this Certificate on behalf of the subject. The Certificate will be sent to the local fulfillment partner.

Required Information for the Search:

- The subject's full name, including any alias names such as maiden name
- The subject's place of birth
- The name of the subject's mother and father at the time of their birth
- The subject's current address if they currently reside in Switzerland or the subject's previous addresses in Switzerland

Required Documents for the Search:

- Background Screening Consent Form
- Criminal Certificate Letter of Authority
- A clear, readable copy of the subject's passport or EU National ID Card



