

## BACKGROUND CHECK FAQ:

How could I get a **Criminal Background Check**?

A "**criminal background check**" can be obtained by contacting SLED in 1 of 3 methods:

Request in person at SLED at their Columbia Office, which is located at 440 Broad River Rd., Columbia, SC. Payment has to be in the form of a money order, or a business check, or charge can be placed on a Master card or Visa (NO CASH or PERSONAL CHECKS WILL BE ACCEPTED).

Request online at [www.sled.state.sc.us](http://www.sled.state.sc.us) - payment must be made by check card or credit card.

Request in writing to South Carolina Law Enforcement Division, Post Office Box 21398, Columbia, SC 29221 - (SLED phone number: **(803) 869-7092 or (803) 896-7005**).

Cost is \$25 per background check for employment and \$8 per background check for housing.

All requests must contain full name, date of birth and social security number.

### **Local background check:**

This background check will include only those records held by Union County Sheriff's Office. You may apply in person during business hours, Monday - Friday, 8:00am -5:00pm at our office located in the lower level of Union County Court House, 220 West Main Street, Union, SC 29379, cost is \$5.00 per record request.