



# ERIE VOLUNTEERS IN POLICE SERVICE APPLICATION PROCESS

VIPS Coordinator  
Mary Morosco  
303-926-2800

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**Please fill out completely, or the application will not be processed.**

Participation in other Erie Police Department programs does not guarantee acceptance to the Volunteers in Police Service Program.

## **Step 1. Application**

Complete application and Confidentiality/Waiver form. Return to:  
Mary Morosco  
Volunteer Coordinator  
Erie Police Department  
PO Box 510  
Erie, CO 80516

## **Step 2. Application Review**

The Volunteer Coordinator and Community Liaison Officer will review your application. All areas must be completed or have a N/A placed for Not Applicable information in order to be processed.

## **Step 3. Background Checks**

This process includes fingerprinting, a review of the applicant's criminal history, a clearance for current warrants, and driving record checks. Previous employers as well as, the four (4) personal references listed by the applicant will be contacted to determine the applicant's suitability to become a member of the Erie VIPS Program. Four reference forms will be mailed to the individuals you have provided on the application. Failure to provide complete address information will result in the application being denied. The Volunteer Coordinator must receive completed reference questionnaires within thirty (30) days of original mailing date.

## **Step 4 Interview and Fingerprinting**

Upon receipt of three completed and positive character reference forms, applicant will be contacted by Volunteer Coordinator to establish a time for an interview with the coordinator and fingerprinting with records.

## **Step 5 Acceptance or Non-Acceptance**

All applicants will be notified by mail of their acceptance or non-acceptance to the program

**Please note under "Terms and Signature" section of the application, an applicant will release the Erie Police Department from providing a reason for denial to the program.**