



Non USA Resident Applicant

If you are a foreign national applying for a license in the state of Kansas, please provide both fingerprints and an investigative background report to the Office of the State Bank Commissioner as directed below.

If any Principal, does not or has not, resided in the United States for at least 10 years, an investigative background report must be prepared by a properly licensed search firm acceptable to the Kansas Office of the State Bank Commissioner and submitted directly to the Commissioner, in addition to other background information required in the application, including but not limited to fingerprint cards.

The cost of the report must be borne by the applicant or individual. At a minimum, the firm must demonstrate that they have sufficient resources and are properly licensed to conduct the search of the background and that the firm is not affiliated with or has an interest of any of the individuals under investigation. The background investigation report must be in English and provided directly to the Kansas Office of the State Bank Commissioner.

At a minimum, the report must contain the following:

- 1) A comprehensive credit report/history including the actual credit report as well as a summary.
- 2) Civil court and bankruptcy court records for the past 10 years, including a search of the court data in the country (ies), states, towns, where the individual resided and worked and in contiguous areas.
- 3) Criminal records including felonies, misdemeanors and violations including a search of court data in the country (ies), states, towns, where the individual resided and worked and in contiguous areas.
- 4) Judgments and liens filed against the individual in the last 10 years (primary search would be in the areas listed above in 2 and 3)
- 5) Employment history
- 6) Media history including an electronic search of national and local publications, wire services, and business publications.
- 7) Regulatory history, particularly securities, insurance, mortgage-related, real estate, etc., if applicable.

The report must be accompanied by a search summary letter which identifies the scope of the search, indicates the independence of each firm from the individuals and the applicant, and identifies a person and contact information if questions should arise.

If an individual has had such a report, which meets the specifications listed above, prepared for another licensing agency within the past 12 months, the individual may have the investigating agency submit a copy of that report to us. In addition to the documentation generally required, the individual would need to submit a statement of no material change.

**Fingerprint request forms and waiver agreements can be found on our website at www.osbckansas.org*