



# ALLEGHENY COUNTY SHERIFF'S OFFICE

WILLIAM P. MULLEN,  
SHERIFF

MICHAEL STEWART,  
COLONEL

## RESERVES APPLICATION

Thank you for your interest in the Sheriff's Reserve. Our General Membership, to which you are applying, supports our Uniformed Division who volunteer their time to serve and protect the citizens of Allegheny County at the direction of our Sheriff.

To expedite the processing of your application, please follow the directions listed below:

1. Complete all information on the application.
2. Have a sponsor sign your application.
3. Include a copy of your driver's license.
4. Attach a check for \$195.00 payable to: Allegheny County Sheriff's Reserve.  
- This represents \$100.00 non-refundable processing and \$95.00 first year dues.
5. **Enclose a passport photos.**
6. You MUST have an Allegheny County License to Carry and submit a copy of your license with the application.
7. Send your completed application to:

PO Box 38083  
Pittsburgh, PA 15238

Applications can not be processed unless all the items are fully completed and attached.

Steps in the process:

1. Your application must pass an investigation by the National Crime Information Center and Pennsylvania Department of Transportation.
2. Your application will be reviewed by the Board of Directors for approval.
3. You will be contacted with the result of your application, and if approved, you will be notified of a date to appear in person to be sworn in.

If you have any question about your application, please contact:

Colonel Michael Stewart at [mstewart@sheriffalleghenycounty.com](mailto:mstewart@sheriffalleghenycounty.com)



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## RESERVES APPLICATION

Application for membership in the Sheriff's Reserve of Allegheny County.

Applicants for membership must be 18 years of age or older. The Sheriff's Reserve is comprised of two groups: the General Reserve and the Uniform Division.

All members belong to the General Reserve which is a self-funded fraternal organization which supports the Uniform Division. Successful applicants must be sworn into the Organization in person at a predetermined General Membership meeting. The General Reserve meets on a regular basis and also has periodic social events.

General Members may hold elective offices and serve on the various committees appointed by the Colonel. Non-Uniform General Reserve Members have no law enforcement powers and are not permitted to represent him or herself as a Deputy Sheriff. No member is ever permitted to carry a concealed weapon of any kind on the basis of affiliation with the Sheriff's Reserve or Sheriff's Office. Violations will result in immediate dismissal from the Sheriff's Reserve.

The Uniform Division, at the Sheriff's direction, assists local police departments by providing crowd control, security and traffic control details when so requested. Uniform Division personnel are trained and equipped to provide emergency support for the Sheriff's Office with minimum reaction time. Uniform Division personnel are required to provide all of their uniforms and equipment and receive no compensation. They are expected to participate in details, many of which occur on weekends and holidays in the summer months, and meetings. If a General Member wishes to join the Uniform Division, he or she must first be ACT 235 certified, complete the police school, firearms training, first-aid training and self defense training given by the Sheriff's Reserve. Applicants to the Uniform Division are selected on the basis of training, skills, willingness to participate and attitude.

Membership applications are subject to the approval of the Sheriff's Office and the Allegheny County Sheriff's Reserves Board of Directors.

I, \_\_\_\_\_, CERTIFY THAT I HAVE READ AND UNDERSTOOD THE ABOVE.  
(Print Name)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



# ALLEGHENY COUNTY SHERIFF'S OFFICE

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SHERIFF

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COLONEL

## RESERVES APPLICATION

2 - Passport Size  
1 - Driver's License  
(Copy)

My sponsor is: \_\_\_\_\_

Name: \_\_\_\_\_  
*(First, Middle & Last Name)*

Address: \_\_\_\_\_

County: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

How long have you resided at your present address? \_\_\_\_\_ E-Mail: \_\_\_\_\_

Do you have a valid PA Driver's License: Yes  No  PA License Number: \_\_\_\_-\_\_\_\_-\_\_\_\_

Social Security Number: \_\_\_\_-\_\_\_\_-\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Present Age: \_\_\_\_

Place of Birth: \_\_\_\_\_ Are you a US Citizen:  Yes  No

Male  Female  Height: \_\_\_\_' \_\_\_\_" Weight: \_\_\_\_\_ Eyes: \_\_\_\_\_ Hair: \_\_\_\_\_

Marital Status: \_\_\_\_\_ Children (#): \_\_\_\_\_ Act 235 #: \_\_\_\_\_

Phone (Home): \_\_\_\_-\_\_\_\_-\_\_\_\_ Occupation: \_\_\_\_\_

Phone (Cell): \_\_\_\_-\_\_\_\_-\_\_\_\_ Employer: \_\_\_\_\_

Employer's Address: \_\_\_\_\_

What is the nature of your employer's business?: \_\_\_\_\_

What is the name of your immediate supervisor?: \_\_\_\_\_

Spouse's Full Name: \_\_\_\_\_ Spouse's Phone: \_\_\_\_-\_\_\_\_-\_\_\_\_

Spouse's Address: \_\_\_\_\_

In case of an emergency, please notify?: Name \_\_\_\_\_

Phone: \_\_\_\_-\_\_\_\_-\_\_\_\_

## **EDUCATIONAL BACKGROUND**

<u>Date (From - To)</u>	<u>Name of School</u>	<u>City/State</u>	<u>Major Subjects</u>
High School			
College or University			
Business School			
Night or Correspondence			
Other			

Please list Special Skills or Achievements obtained through your education:

\_\_\_\_\_

List any Honors or Awards: \_\_\_\_\_

## **MILITARY BACKGROUND**

Branch: \_\_\_\_\_ Date Entered: \_\_\_\_/\_\_\_\_/\_\_\_\_ Discharge Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Type of Discharge: \_\_\_\_\_ Present Draft Status: \_\_\_\_\_

Highest Rank Obtained: \_\_\_\_\_

Do you belong to any military reserve organizations? Yes  No

If yes, what demands will this make on your time: \_\_\_\_\_

Did you receive any special training while in this military service? Yes  No

If yes, what training: \_\_\_\_\_

## **REFERENCES**

List the names of three people, not related, who will attest to your character.

*(All references will be called.)*

<u>Name</u>	<u>Address</u>	<u>Occupation</u>	<u>Years Known</u>	<u>Phone Number</u>

**FAILURE TO DISCLOSE OR FALSIFY ANY INFORMATION REGARDING ANY  
PREVIOUS ARRESTS OR CONVICTIONS IS GROUNDS FOR REFUSAL OF  
THIS APPLICATION AND SUBSEQUENT DISMISSAL.**

1. Have you ever been arrested for, or convicted of, any type of crime? Yes  No
2. If yes, explain: \_\_\_\_\_
3. If yes, what was the disposition of the case? \_\_\_\_\_  
\_\_\_\_\_
4. Do you have any physical and/or mental disabilities or handicaps? Yes  No
5. Have you ever been committed by any Court to any type of institution for any period of confinement? Yes  No
6. If yes, explain: \_\_\_\_\_
7. Have you ever voluntarily committed yourself to any institution for any mental health problems?  
Yes  No
8. If yes, explain: \_\_\_\_\_
9. Do you have a permit to carry a firearm? Yes  No
10. If yes, by whom was it issued? \_\_\_\_\_
11. Have you ever had a permit to carry a firearm revoked by any law enforcement agency or court?  
Yes  No
12. If yes, explain: \_\_\_\_\_
13. How did you hear of the Sheriff's Reserves?: \_\_\_\_\_
14. Why do you wish to join the Sheriff's Reserve? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**AUTHORIZATION / VERIFICATION**

I hereby give the Sheriff's Reserve of Allegheny County permission to conduct all investigations it deems necessary regarding my background; including prior criminal record pertaining to arrests and/or convictions of any crime. I further authorize my present employer or previous employer(s) and references to furnish any information concerning my reputation and standing in the community with regard to my fitness to becoming a member of the Allegheny County Sheriff's Reserve.

I hereby verify that the facts set forth in this Application are true and correct to the best of the knowledge, information and belief. The undersigned applicant understands that false statements herein are made subject to the penalties of the Pennsylvania Crimes Code Title 18 PA C.S. Sec. 4904, relating to unsworn falsifications to authorities.

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Applicant's Signature : \_\_\_\_\_

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**ALLEGHENY COUNTY SHERIFF'S OFFICE**  
**AUTHORIZATION TO RELEASE PERSONAL INFORMATION**

Having made application to the Allegheny County Sheriff's Reserve, I am required to furnish information as to my previous history and character.

I hereby authorize the disclosure of any and all information concerning my moral character, honesty and dependability. This includes, but is not limited to, the release of employment records, financial and credit records, military records, academic records and photocopies of same, if requested, to Allegheny County Sheriff's Reserve. I hereby release you, your organization and others from liability and/or damage which may result from furnishing the above information. This authorization shall be valid and effective for one year from the date signed. A photocopy of this authorization shall have the same force and effect.

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Applicant's Signature : \_\_\_\_\_

**\*\*\* FOR INTERNAL USE ONLY \*\*\***  
**DO NOT WRITE ON THIS PAGE**

Interviewer's Comments: \_\_\_\_\_

\_\_\_\_\_

Interviewer's Name: \_\_\_\_\_ Rank: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Interviewer's Signature: \_\_\_\_\_

Applicant checked and cleared through N.C.I.C. Yes No

By whom: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

Board Approved: Yes No

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Board Chairman's Signature: \_\_\_\_\_