



New York State Inmate Criminal History Record Information (CHRI) Request
New York State Correctional Facilities and Local Jails

CHRI (also known as a "Rap Sheet") maintained by the Division of Criminal Justice Services (Division) is not subject to disclosure under the Freedom of Information Law (FOIL); however, your own record is available to you in accordance with the Divisions record review procedures.

Note: Requests for CHRI will not be granted unless all required information is provided. Inmates will be provided with one free copy of their New York State Criminal History Record per year.

Please provide the following information:

Facility Name (Required): _____

Facility Address (Required): _____

Release Date: _____

Name (Required): _____

Alias (If Applicable): _____

Date of Birth (Required): _____

NYSID (Required for Local Jail Inmates): _____

DIN (Required for State inmates): _____

ICN/B&C (Required for local jail inmates): _____

Send to:

New York State Division of Criminal Justice Services
Record Review Unit
Alfred E. Smith Building
80 South Swan Street
Albany, NY 12210