

## REQUESTING YOUR BACKGROUND CHECK

1. Go to <https://www.ciaresearch.com/ec=NALC>. Complete and submit the online request form for the background check.
2. Immediately send a check for \$45.00 payable to the NALC to the address below. Be sure to note "Background Check" on the check's memo line.

North American Lutheran Church  
2655 Innsbruck Drive, Suite A  
New Brighton MN 55112-9304