

Send to:
Polismyndigheten
Box 757
981 27 Kiruna

Please write in block letters. Don't forget your signature

Your personal data	
Personal ID number (YYYYMMDD-XXXX)	Surname
First name	E-mail address
Address (Note! Extracts may not be sent direct to an employer)	
	C/o
Postal code	City/town, country
☐ The above address is not my registered address	

To be completed by citizens of the UK or EU country outside Sweden		
Gender	Date of birth (digits: YYYYMMDD-XXXX)	
☐ Male ☐ Female		
Mother's name	Father's name	
Foreign ID number	Place of birth	Country of birth
EU citizenship 1:	EU citizenship 2:	EU citizenship 3:

☐ I want my extract to be sent by regular mail instead of digitally
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Signature		Applicant's signature (required)
Date	Place	
Name clarification		

Extract Request

from the criminal record for employment in
leading positions in municipalities

General information

This form is intended for persons who have been offered employment in leading positions in municipalities. In this case, a personal record extract from the Police Authority's criminal record is required in accordance with the provisions of the Law (2026:44) regarding record checks of staff employed to leading positions in municipalities

The record extract is valid for 6 months from the date of issue.

Normal processing time is about 2 weeks, but if the form is incomplete or illegible, it may take longer.

If you have a digital mail box the extract will be sent there. If you want the extract to be sent by regular mail, please check the box regarding this on the form.

Your personal data

<i>Personal ID number</i>	Please provide your personal identity or coordination number. If you do not have a Swedish personal identity or coordination number, provide your date of birth (YYYY-MM-DD).
<i>Surname and first name</i>	Please be sure to provide your full name (all first and last names).
<i>E-mail address</i>	Please provide your e-mail address.
<i>I would like the extract to be sent to the following address</i>	Please provide the address where the extract shall be sent. Please note that the extract will not be sent directly to the employer.
<i>Postal code</i>	Please provide your postal code.
<i>City/state and country</i>	Please provide city/state and country.
<i>The above address is not my registered address</i>	Check the box if the address you have entered is not your registered address.

Complete this section only if you are a citizen of the UK or EU country outside Sweden.

This also applies to those with dual/multiple citizenship.

<i>Gender</i>	Indicate your gender by ticking a box.
<i>Date of birth</i>	Provide your date of birth (DD-MM-YYYY).
<i>Mother's name</i>	Provide your mother's first and last name.
<i>Father's name</i>	Provide your father's first and last name.
<i>Foreign ID number</i>	Provide your foreign ID number, if you have one.
<i>Place of birth</i>	Provide the country and city/town where you were born.
<i>Citizenship</i>	Here enter the country/countries of which you are a citizen. Countries that can be entered are the UK and EU countries outside Sweden. Specify up to three countries.

The Police Authority will process your personal data in accordance with the EU Data Protection Regulation and other applicable legislation. The data are necessary to process your request, which is part of the police's exercise of official authority. Your personal data will only be stored as long as necessary for the purposes of the processing. However, information contained in public documents must be managed for archiving and may be disclosed in accordance with the principle of public access to official documents.

You can read more about your rights at polisen.se/personuppgifter/rattigheter