



ARCHDIOCESE OF BOSTON  
66 BROOKS DRIVE  
BRAintree, MASSACHUSETTS 02184-3839

To: All Pastors, Administrators, and Members of Clergy

From: Lisa Cutulle, Director  
Office of Background Screening

Subject: Annual CORI

Date: August 14, 2020

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It is that time of year again for members of Clergy to complete the annual CORI.

As you know completion of an annual (CORI) screening for all clergy serving in the Archdiocese of Boston applies to active clergy which is defined by the USCCB as “any religious order or diocesan priest/deacon in active or supply ministry (including “retired” priests and/or deacons who continue to celebrate the occasional Mass, wedding, baptisms, etc.)”. **All members of clergy in residence of a Parish must submit to the annual CORI screening.**

The CORI Request Form must be verified prior to submission by another CORI cleared individual **OR** signed in the presence of a notary. A valid government issued identification will be required for verification.

We ask that you please submit your completed form by **September 30, 2020** to:

Archdiocese of Boston  
Office of Background Screening  
66 Brooks Drive  
Braintree, MA 02184

If you have any questions regarding the CORI or need further assistance, you may contact Lisa Cutulle, Director of the Office of Background Screening at 617-746-5840 or by email at [Lisa.Cutulle@rcab.org](mailto:Lisa.Cutulle@rcab.org).

Thank you!!

Lisa Cutulle, Director  
Office of Background Screening



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**CRIMINAL OFFENDER RECORD INFORMATION (CORI) ACKNOWLEDGEMENT FORM**

The Archdiocese of Boston, Office of Background Screening is registered under the provisions of M.G.L. c. 6, § 172 to receive CORI for the purposes of screening current and otherwise qualified prospective employees, subcontractors, or volunteers.

As a prospective or current employee, subcontractor, or volunteer, I understand that a CORI check will be submitted for my personal information to the DCJIS. I hereby acknowledge and provide permission to the Archdiocese of Boston, Office of Background Screening to submit a CORI check for my information to the DCJIS. This authorization is valid for one year from the date of my signature. I may withdraw this authorization at any time by providing the Archdiocese of Boston, Office of Background Screening with written notice of my intent to withdraw consent to a CORI check.

I also understand, that The Archdiocese of Boston, Office of Background Screening may conduct subsequent CORI checks within one year from the date this Form was signed by me. By signing below, I provide my consent to a CORI check and affirm that the information provided on Page 2 of this Acknowledgement Form is true and accurate.

**SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_

Please Check One:

- Priest of the Archdiocese of Boston
- Senior Priest of the Archdiocese of Boston
- Out of Diocese Priest Assigned
- Religious Order Priest Assigned
- Out of Diocese Priest Unassigned

**SUBJECT INFORMATION**

The fields marked with an asterisk (\*) are required

\* First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

\* Last Name: \_\_\_\_\_ Suffix (Jr., Sr., etc.): \_\_\_\_\_

\* Maiden Name (if applicable): \_\_\_\_\_

\* Former Last Name 2: (if applicable): \_\_\_\_\_

\* Former Last Name 3: (if applicable): \_\_\_\_\_

\* Date of Birth (MM/DD/YYYY): \_\_\_\_\_ Place of Birth: \_\_\_\_\_

\* Last **SIX** digits of Social Security Number: \_\_\_\_ -- \_\_\_\_  No Social Security Number

Sex: \_\_\_\_\_ Height: \_\_\_\_ ft. \_\_\_\_ in. Eye Color: \_\_\_\_\_ Race: \_\_\_\_\_

\* Driver's License or ID Number: \_\_\_\_\_ \* State of Issue: \_\_\_\_\_

Father's Full Name: \_\_\_\_\_

Mother's Full Name: \_\_\_\_\_

**CURRENT ADDRESS**

\* Street Address: \_\_\_\_\_

\* Apt. # or Suite: \_\_\_\_\_ \* City: \_\_\_\_\_ \* State: \_\_\_\_\_ \* Zip: \_\_\_\_\_

**SUBJECT VERIFICATION**

The above information was verified by reviewing the following form(s) of government-issued identification:

\_\_\_\_\_

Verified By:

\_\_\_\_\_  
Print Name of Verifying Employee

\_\_\_\_\_  
Signature of Verifying Employee

\_\_\_\_\_  
Date

**VERIFICATION BY NOTARY:**

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned notary public, personally appeared \_\_\_\_\_ (name of document signer), proved to me through satisfactory evidence of identification, which were \_\_\_\_\_, to be the person whose name is signed on the preceding or attached document in my presence.

(seal)

\_\_\_\_\_  
Notary Public Signature