

Character / Antecedent Verification Representation

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This guide explains what the tool produces, how to use the output, and what to watch for. The actual output (draft/report) is generated on the tool page.

Background

Prepares a character/antecedent verification application — for employment, a licence, or a tender — and, where an adverse or wrong police report is holding something up, drafts a representation with the evidence to correct it, so a clean record is not wrongly reported.

Purpose of this tool & output

Prepare a character or antecedent verification application, or a representation to clear an adverse police report

How the output is used

Use the character/antecedent verification application, or the representation with the evidence, to submit for the employment/licence/tender requirement, or to correct an adverse or wrong police report that is holding something up.

Who receives it

The police (SP/Commissionerate) / the state portal that issues the character or antecedent verification; the employer/licensing/tender authority that requires it.

How to submit / file it

Apply on the state police portal or at the office with the identity, address history and the purpose; for an adverse report, submit the representation with the evidence (acquittal, closure, mistaken-identity proof) to the police for correction.

Fees & charges

A nominal fee applies (varies by state); a lawyer fee if a representation to correct an adverse report is drafted.

Who should vet it

No professional is needed for a routine verification; a lawyer helps to correct an adverse/wrong report (an old case, an acquittal, a mistaken identity).

Important cautions

An old, closed or acquitted case can still surface in a report and must be explained with the closure/acquittal proof; a wrong report needs a documented representation, not just a request. Verify the state process and carry the disposal proof.

Companion documents

No related documents are listed on the portal for this tool.

This is AI-assisted guidance. Verify with a qualified professional before any binding decision. Fees, authorities and processes vary by state and change over time — confirm with your state authority.