

April 28, 2022

It is a violation of both state and federal law for the LEADS CHRI system to be used for employment or licensing purposes by private agencies, which includes non-criminal justice agencies such as fire departments and villages or towns. Background checks on village or town employees or liquor license applicants **may not** be conducted via LEADS. Criminal background checks of these types must be performed through a fingerprint-based check with the Illinois State Police, Bureau of Identification.

If you have any other questions or issues, please contact the ISP Help Desk by either emailing your questions to [ISP.HelpDesk@illinois.gov](mailto:ISP.HelpDesk@illinois.gov) or by calling 866/LEADS-00. Please provide your agency ORI with the request.

[illegible]