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GOVERNOR

State of Alabama Department of Corrections

Alabama Criminal Justice Center
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JEFFERSON S. DUNN
COMMISSIONER

February 8, 2016

TO: WARDENS
DIVISION DIRECTORS
HEADS OF STATE AGENCIES
ADMINISTRATIVE REGULATION MONITORS

CHANGE # 1
ADMINISTRATIVE REGULATION 455

Sex Offender Release Notification

PURPOSE: Update the ALEA forms included with this regulation to ensure compliance with Act 2015-463.

CHANGES TO BE MADE:

Reference:

AR 455, *Sex Offender Release Notification*, dated May 26, 2015.

III, Definitions and Acronyms, L.

Action Required:

Delete this definition:

Sex Offender Notification Packet: A group of documents to be collected and mailed from the ADOC releasing institution to the CRD. The packet is to include, but is not limited to: ADOC Form 455-A, *Sex Offender Notification Worksheet*; either ALEA Form - *Adult Sexual Offender Requirements*, ALEA Form - *Adult Sexual Offender Requirements (Registration Only)*, or ALEA Form - *Juvenile Sexual Offender Requirements*; ALEA Form - **§ 15-20A-17(b) – School Notification**; sex offender history (i.e. pre-sentence investigation (PSI) of the sex offense) if available; and current fingerprint card.

Replace with this definition:

Sex Offender Notification Packet: A group of documents to be collected and mailed from the ADOC releasing institution to the CRD. The packet is to include, but is not limited to: ADOC Form 455-A, *Sex Offender Notification Worksheet*; either ALEA Form - *Adult Sex Offender Responsibilities Acknowledgement (Full Requirements)*, ALEA Form - *Adult Sex Offender Responsibilities Acknowledgement (Registration & Verification Only)*, or ALEA

Form – *Juvenile Sex Offender Responsibilities Acknowledgement*; sex offender history (i.e. pre-sentence investigation (PSI) of the sex offense) if available; and current fingerprint card.

V, Procedures, C, 1.

Delete this statement:

Print the Sex Offender Release Roster; ADOC Form 455-A, *Sex Offender Notification Worksheet*; either ALEA Form - *Adult Sexual Offender Requirements*, ALEA Form - *Adult Sexual Offender Requirements (Registration Only)*, or ALEA Form - *Juvenile Sexual Offender Requirements*, and ALEA Form - **§ 15-20A-17(b) – School Notification**.

Replace with this statement:

Print the Sex Offender Release Roster; ADOC Form 455-A, *Sex Offender Notification Worksheet*; either ALEA Form - *Adult Sex Offender Responsibilities Acknowledgement (Full Requirements)*, ALEA Form - *Adult Sex Offender Responsibilities Acknowledgement (Registration & Verification Only)*, or ALEA Form - *Juvenile Sex Offender Responsibilities Acknowledgement*.

V, Procedures, C, 4. a.

Delete this statement:

The ADOC Form 455-A; and either ALEA Form - *Adult Sexual Offender Requirements*, ALEA Form - *Adult Sexual Offender Requirements (Registration Only)*, or ALEA Form - *Juvenile Sexual Offender Requirements*; and ALEA Form - **§ 15-20A-17(b) – School Notification**, shall be accessible in the inmate’s electronic file.

Replace with this statement:

The ADOC Form 455-A; and either ALEA Form - *Adult Sex Offender Responsibilities Acknowledgement (Full Requirements)*, ALEA Form - *Adult Sex Offender Responsibilities Acknowledgement (Registration & Verification Only)*, or ALEA Form - *Juvenile Sex Offender Responsibilities Acknowledgement*, shall be accessible in the inmate’s electronic file.

V, Procedures, C, 4. b.

Delete this statement:

The original ADOC Form 455-A; and either ALEA Form - *Adult Sexual Offender Requirements*, ALEA Form - *Adult Sexual Offender Requirements (Registration Only)*, or ALEA Form - *Juvenile Sexual Offender Requirements*; and ALEA Form - **§ 15-20A-17(b) – School Notification**, shall be submitted to the CRD.

Replace with this statement:

The original ADOC Form 455-A; and either ALEA Form - *Adult Sex Offender Responsibilities Acknowledgement (Full Requirements)*, ALEA Form - *Adult Sex Offender Responsibilities Acknowledgement (Registration & Verification Only)*, or ALEA Form - *Juvenile Sex Offender Responsibilities Acknowledgement*, shall be submitted to the CRD.

V, Procedures, C, 4. c.

Delete this statement:

A copy of the ADOC Form 455-A; and either, ALEA Form - *Adult Sexual Offender Requirements*, ALEA Form - *Adult Sexual Offender Requirements (Registration Only)*, or ALEA Form - *Juvenile Sexual Offender Requirements*; and ALEA Form - **§ 15-20A-17(b) – School Notification**, shall be provided to the inmate.

Replace with this statement:

A copy of the ADOC Form 455-A; and either, ALEA Form - *Adult Sex Offender Responsibilities Acknowledgement (Full Requirements)*, ALEA Form - *Adult Sex Offender Responsibilities Acknowledgement (Registration & Verification Only)*, or ALEA Form - *Juvenile Sex Offender Responsibilities Acknowledgement*, shall be provided to the inmate.

V, Procedures, C, 6.

Delete this statement:

Ensure the following documents are forwarded to Sex Offender Notification and Release Coordinator no later than forty-five (45) days prior to the inmate's release: ADOC Form 455-A; either ALEA Form - *Adult Sexual Offender Requirements*, ALEA Form - *Adult Sexual Offender Requirements (Registration Only)*, or ALEA Form – *Juvenile Sexual Offender Requirements*; ALEA Form - **§ 15-20A-17(b) – School Notification**; sex offender history (i.e. pre-sentence investigation (PSI) of the sex offense) if available; and inmate's current fingerprint card.

Replace with this statement:

Ensure the following documents are forwarded to Sex Offender Notification and Release Coordinator no later than forty-five (45) days prior to the inmate's release: ADOC Form 455-A; either ALEA Form - *Adult Sex Offender Responsibilities Acknowledgement (Full Requirements)*, ALEA Form - *Adult Sex Offender Responsibilities Acknowledgement (Registration & Verification Only)*, or ALEA Form – *Juvenile Sex Offender Responsibilities Acknowledgement*; sex offender history (i.e. pre-sentence investigation (PSI) of the sex offense) if available; and inmate's current fingerprint card.

Annex: A

Replace the Sample Letter: Central Records Division to Sheriff, dated May 26, 2015 with the attached Annex A, dated February 1, 2016.

Annex: B

Replace the ALEA Form Determination Guidelines for Sex Offenders, dated May 26, 2015 with the attached Annex B, dated February 1, 2016.

VII, Forms, B.

Delete ALEA form – *Adult Sexual Offender Requirements* and replace with ALEA form – *Adult Sex Offender Responsibilities Acknowledgement (Full Requirements)*.

- VII, Forms, C. Delete ALEA form - *Adult Sexual Offender Requirements (Registration Only)* and replace with ALEA form – *Adult Sex Offender Responsibilities Acknowledgement (Registration & Verification Only)*.
- VII, Forms, D. Delete ALEA form – *Juvenile Sexual Offender Requirements* and replace with ALEA form – *Juvenile Sex Offender Responsibilities Acknowledgement*.
- VII, Forms, E. Delete ALEA form - § 15-20A-17(b) – *School Notification*. The form is no longer needed.

File this numbered change at the back of the regulation after annotating both the index and the regulation to indicate changes have been completed.

Advise all personnel in your organization of the change to this regulation.



Jefferson S. Dunn
Commissioner

ALEA Form Determination Guidelines for Sex Offenders

Following completion of Form 455-A, Sex Offender Notification Worksheet, determine the ALEA Form for submission using the information below. Suffix Assignment will be used in the identification of sex offenders for classification and release purposes. Application of a suffix to the offender's AIS number is defined in the ADOC Classification Manual and governed by the sex offender statutes. The assigned suffix shall indicate the required ALEA Form at the time of release. For additional guidance, refer to the ADOC Classification Manual.

Suffix Applied:

ALEA Form:

| | | |
|------------|----------|---|
| "S" suffix | MUST be: | <i>Adult Sex Offender Responsibilities Acknowledgement (Full Requirements)</i> |
| "T" suffix | EITHER: | <i>Adult Sex Offender Responsibilities Acknowledgement (Registration & Verification Only)</i> |
| | OR: | <i>Juvenile Sex Offender Responsibilities Acknowledgement</i> |
| "U" suffix | EITHER: | <i>Adult Sex Offender Responsibilities Acknowledgement (Registration & Verification Only)</i> |
| | OR: | <i>Juvenile Sex Offender Responsibilities Acknowledgement</i> |

SAMPLE LETTER
CENTRAL RECORDS DIVISION TO SHERIFF

ADOC LETTER HEAD
February 8, 2016

Sheriff _____

Dear Sheriff

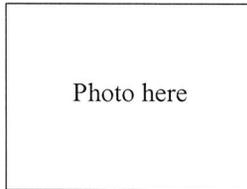
The Alabama Department of Corrections, pursuant to Alabama Sex Offender Registration and Community Notification Act (ASORCNA), is notifying you that the sex offender identified in this notification letter is being released from our custody.

This is to further notify you that the ADOC has not made a determination as to whether the local community notification statutes apply to this offender.

(Inmate s name) Race _____ Sex _____ DOB: ____ / ____ / ____
SSN: _____ - _____ - _____ AIS#: _____
Release Date: ____ / ____ / ____

Home Address:

Employer Address:



Phone #: _____ Phone #: _____
Contact: _____
Relationship: _____

Enclosed is the entire release notification packet as required by law. Should you have any questions concerning this notification packet, please contact the Central Records Division at (334) 353-9739.

Sincerely,

(Director's Name)

Central Records Division, Director

- cc: Attorney General via Attorney General's Office of Victim Assistance
- Secretary of the Alabama Law Enforcement Agency
- District Attorney of any county declared by the offender
- Sheriff of any county declared by the offender
- Sheriff of the county of the criminal sex conviction
- Chief of Police of any municipality declared by the offender
- Alabama Criminal Justice Information Center

Atch: ADOC Form 455-A, *Sex Offender Notification Worksheet*
ALEA Form - *Adult Sex Offender Responsibilities Acknowledgement (Full Requirements)*, ALEA Form -
Adult Sex Offender Responsibilities Acknowledgement (Registration & Verification Only), or ALEA Form -

Annex A- AR 455 –February 8, 2016



ALABAMA LAW ENFORCEMENT AGENCY

Sex Offender Registration Unit

Adult Sex Offender Responsibilities Acknowledgement Full Requirements

The Alabama Sex Offender Registration and Community Notification Act¹ ("Act") places requirements and restrictions on adult sex offenders. This document summarizes the responsibilities of an adult sex offender within Alabama. The provisions of the Act are applicable without regard to when the crime or crimes were committed, or when the duty to register pursuant to the Act arose.

Select Registration Cycle (determined by offender's birth month)

| | | | | | |
|---|--------------------------------------|---|--------------------------------------|--|--------------------------------------|
| <input type="checkbox"/> January <input type="checkbox"/> April <input type="checkbox"/> July <input type="checkbox"/> October | <input type="text" value="Initial"/> | <input type="checkbox"/> February <input type="checkbox"/> May <input type="checkbox"/> August <input type="checkbox"/> November | <input type="text" value="Initial"/> | <input type="checkbox"/> March <input type="checkbox"/> June <input type="checkbox"/> September <input type="checkbox"/> December | <input type="text" value="Initial"/> |
|---|--------------------------------------|---|--------------------------------------|--|--------------------------------------|

To complete registration, an adult sex offender must acknowledge the following responsibilities:

| Initial | Provision |
|---------|---|
| | The offender shall register all required registration information listed in §15-20A-7 at least 30 days prior to release or immediately upon notice of release if release is less than 30 days. |
| | The offender is required to register all required registration information within three (3) business days of release, or conviction if the offender is not incarcerated, with local law enforcement ² in each county where the offender intends to reside, be employed or attend school. |
| | The offender has seven (7) days from release to comply with the residency restrictions listed in Section 15-20A-11(a). |
| | The offender is required to register within three (3) business days of establishing a new residence, accepting employment or beginning school attendance with local law enforcement in each county in which the offender establishes residence, accepts employment or begins school attendance. |
| | The offender is required to register within three (3) business days of transferring or terminating a residence, employment or school attendance with local law enforcement in each county in which the offender is terminating residence, employment or school attendance. |
| | The offender shall appear in person within three (3) business days of any name change to update the information with local law enforcement in each county in which the offender is required to register. No offender may change his or her name unless the change is incident to a change in marital status or necessary to effect the exercise of his or her religion. |
| | Whenever an offender changes any required registration information, the offender must appear in person and update the required registration information with local law enforcement in each county in which the offender resides; however, any changes in telephone numbers, email addresses, instant message addresses, or other on-line identifiers or internet service providers may be reported to local law enforcement in person, electronically, or telephonically as required by the local law enforcement agency. |

¹ §§15-20A-1ff. Code of Alabama 1985, as amended by Act 2015-463

² Local Law Enforcement – The sheriff of the county and, if the location subject to registration is within the corporate limits of any municipality, the chief of police.

ALABAMA LAW ENFORCEMENT AGENCY

Sex Offender Registration Unit

| Initial | Provision |
|---------|--|
| | The offender shall not establish a residence, maintain a residence after release or conviction, or establish any other living accommodation within 2,000 feet of the property line of any school, child care facility or resident camp facility. |
| | The offender shall not establish a residence, maintain a residence after release or conviction, or establish any other living accommodation within 2,000 feet of the property line on which any of his or her former victims or the victims' immediate family members reside. |
| | The offender shall not establish a residence, maintain a residence or any other living accommodation or have any overnight visit where a person under the age of 18 years of age resides, except as elsewhere provided by law in Section 15-20A-11. |
| | An offender who no longer has a fixed residence is considered homeless and must report such change in person within three (3) business days to local law enforcement. The offender must then follow all provisions in §15-20A-12 concerning homeless sex offenders, including weekly registration. |
| | The offender shall not apply for, accept, or maintain employment or vocation or volunteer at any school, childcare facility, mobile vending business that provides services primarily to children, or any other business or organization that provides services primarily to children. |
| | The offender shall not apply for, accept, or maintain employment or volunteer for any employment or vocation within 2,000 feet of the property on which a school or childcare facility is located unless otherwise exempted pursuant to Sections 15-20A-24 and 15-20A-25. |
| | The offender, if convicted of an offense involving a child, shall not shall apply for, accept, or maintain employment or vocation or volunteer for any employment or vocation within 500 feet of a playground, park, athletic field or facility, or any other business or facility having a principal purpose of caring for, educating, or entertaining minors. |
| | The offender shall appear in person and register all required registration information with local law enforcement in each county where the offender resides during the offender's birth month and every three months thereafter for the duration of the offender's life. |
| | All out-of-state offenders must register in person within three (3) business days upon entering this state to establish a residence, begin employment, or begin school attendance with local law enforcement in each county of residence, employment, or school attendance and must provide a certified copy of their conviction within 30 days of the initial registration. |
| | Prior to temporarily leaving his or her county of residence for a period of three (3) or more consecutive days, the offender shall report such information to the sheriff within the county of residence, in person within three (3) business days prior to leaving, and complete a travel permit. |
| | The offender must report in person to the sheriff in each county of residence at least 21 days prior to traveling outside the United States of America and complete a travel permit. |
| | Upon returning to the county of residence after travel, the offender must report to the sheriff in each county of residence within three (3) business days. |
| | The offender shall not knowingly come within 100 feet of any of his or her former victims unless otherwise exempted pursuant to Section 15-20A-16. |
| | The offender shall not contact, directly or indirectly, in person or through others, by phone, mail, or electronic means, any former victim unless otherwise exempted pursuant to Section 15-20A-16. |
| | No offender shall make any harassing communication, directly or indirectly, in person or through others, by phone or electronic means to the victim or any immediate family member of the victim. |

ALABAMA LAW ENFORCEMENT AGENCY

Sex Offender Registration Unit

| Initial | Provision |
|---------|---|
| | The offender, if convicted of a sex offense involving a minor, shall not loiter within 500 feet of the property line of any property on which there is a school, childcare facility, playground, park, athletic field or facility, school bus stop, college or university, or any other business or facility having a principal purpose of caring for, educating, or entertaining minors. |
| | The offender, if convicted of a sex offense involving a minor, shall not enter onto the property of a K-12 school while school is in session or attend any K-12 school activity unless the offender has previously notified the principal of the school and meets all the requirements of §15-20A-17(b). |
| | The offender shall obtain and have in his or her possession at all times a valid driver license or identification card issued by the Alabama Law Enforcement Agency. This driver license or identification card shall bear a designation that enables law enforcement officers to identify the licensee as a sex offender. The offender shall obtain this within fourteen (14) days of his or her initial registration following release, initial registration upon entering this state to become a resident, or immediately following his or her next registration after July 1, 2011. |
| | Whenever the offender obtains such driver license or identification card, the offender shall relinquish to the Alabama Law Enforcement Agency any other driver license or identification card previously issued to him or her which does not bear a designation that enables law enforcement officers to identify the licensee as a sex offender. |
| | The offender shall not mutilate, mar, change, reproduce, alter, deface, disfigure, or otherwise change the form of any driver license or identification card issued to him or her which bears any designation that enables law enforcement officers to identify the licensee as a sex offender. |
| | The offender shall pay a registration fee of \$10 to each registering agency where the offender resides beginning with the first quarterly registration on or after July 1, 2011 and at each quarterly registration thereafter. |
| | Each time the offender terminates his or her residence and establishes a new residence, he or she shall pay a registration fee of \$10 to each registering agency where the offender establishes a new residence. |
| | Any offender convicted of violating the Act shall be subject to \$250 fine. |

By signing below, I acknowledge that I have read the above information and responsibilities and that I am aware of all that is required of me under the Alabama Sex Offender Registration and Community Notification Act. If I fail to comply with any provision of the Act, I understand that I may be charged with a Class C felony in Alabama. Additionally, I have been advised and understand that under the Act and Federal law, I must register as a sex offender. I understand that I must register and keep my registration current in each jurisdiction in which I reside, in each jurisdiction where I am employed, and in each jurisdiction where I am a student. I have been advised and understand that failure to comply with these obligations subjects me to prosecution for failure to register or update my registration under Federal law, 18 U.S.C. 2250, punishable by up to 10 years of imprisonment.

Offender

Registering Agency

 Signature

 Officer's Signature

 Printed Name

 Officers Printed Name

 Date

 Date



ALABAMA LAW ENFORCEMENT AGENCY

Sex Offender Registration Unit

Adult Sex Offender Responsibilities Acknowledgement Registration & Verification Only

The Alabama Sex Offender Registration and Community Notification Act¹ ("Act") requires sex offenders convicted of sexual misconduct or indecent exposure to register and verify their required registration information. The provisions of the Act are applicable, without regard to when the crime or crimes were committed or when the duty to register pursuant to the Act arose.

On a first conviction or adjudication of sexual misconduct or indecent exposure the sex offender is only subject to registration and verification and completes this form. On a second or subsequent conviction or adjudication of a sex offense, if the second or subsequent conviction or adjudication does not arise out of the same facts and circumstances as the first conviction or adjudication the sex offender shall comply with all requirements of the Act the sex offender completes the full requirements form.

Select Registration Cycle (determined by offender's birth month)

| | | | | | |
|---|--------------------------------------|---|--------------------------------------|--|--------------------------------------|
| <input type="radio"/> January <input type="radio"/> April <input type="radio"/> July <input type="radio"/> October | <input type="text" value="Initial"/> | <input type="radio"/> February <input type="radio"/> May <input type="radio"/> August <input type="radio"/> November | <input type="text" value="Initial"/> | <input type="radio"/> March <input type="radio"/> June <input type="radio"/> September <input type="radio"/> December | <input type="text" value="Initial"/> |
|---|--------------------------------------|---|--------------------------------------|--|--------------------------------------|

To complete registration, a sex offender subject to *registration and verification only* must acknowledge the following responsibilities:

| Initial | Provision |
|---------|---|
| | The offender shall register all required registration information listed in §15-20A-7 at least 30 days prior to release or immediately upon notice of release if release is less than 30 days. |
| | The offender is required to register all required registration information within three (3) business days of release or conviction if the offender is not incarcerated, with local law enforcement ² in each county where the offender intends to reside, be employed or attend school. |
| | The offender is required to register within three (3) business days of establishing a new residence, accepting employment or beginning school attendance with local law enforcement in each county in which the offender establishes residence, accepts employment or begins school attendance. |
| | The offender is required to register within three (3) business days of transferring or terminating a residence, employment or school attendance with local law enforcement in each county in which the offender is terminating residence, employment or school attendance. |
| | The offender shall appear in person within three (3) business days of any name change to update the information with local law enforcement in each county in which the offender is required to register. No offender may change his or her name unless the change is incident to a change in marital status or necessary to effect the exercise of his or her religion. |

¹ §§15-20A-1ff, Code of Alabama 1985, as amended by Act 2015-463

² Local Law Enforcement – The sheriff of the county and, if the location subject to registration is within the corporate limits of any municipality, the chief of police.

ALABAMA LAW ENFORCEMENT AGENCY

Sex Offender Registration Unit

| | |
|--|---|
| | Whenever an offender changes any required registration information, the offender must appear in person and update the required registration information with local law enforcement in each county in which the offender resides; however, any changes in telephone numbers, email addresses, instant message addresses, or other on-line identifiers or internet service providers may be reported to local law enforcement in person, electronically, or telephonically as required by the local law enforcement agency. |
| | An offender who no longer has a fixed residence is considered homeless and must report such change in person within three (3) business days to local law enforcement. The offender must then follow all provisions in §15-20A-12 concerning homeless sex offenders, including weekly registration. |
| | The offender shall appear in person and register all required registration information with local law enforcement in each county where the offender resides during the offender's birth month and every three months thereafter for the duration of the offender's life. |
| | All out-of-state offenders must register in person within three (3) business days upon entering this state to establish a residence, begin employment, or begin school attendance with local law enforcement in each county of residence, employment, or school attendance and must provide a certified copy of their conviction within 30 days of the initial registration. |
| | The offender shall pay a registration fee of \$10 to each registering agency where the offender resides beginning with the first quarterly registration on or after July 1, 2011 and at each quarterly registration thereafter. |
| | Each time the offender terminates his or her residence and establishes a new residence, he or she shall pay a registration fee of \$10 to each registering agency where the offender establishes a new residence. |
| | Any offender convicted of violating the Act shall be subject to \$250 fine. |

By signing below, I acknowledge that I have read the above information and responsibilities and that I am aware of all that is required of me under the Alabama Sex Offender Registration and Community Notification Act. If I fail to comply with any provision of the Act, I understand that I may be charged with a Class C felony in Alabama. Additionally, I have been advised and understand that under the Act and Federal law, I must register as a sex offender. I understand that I must register and keep my registration current in each jurisdiction in which I reside, in each jurisdiction where I am employed, and in each jurisdiction where I am a student. I have been advised and understand that failure to comply with these obligations subjects me to prosecution for failure to register or update my registration under Federal law, 18 U.S.C. 2250, punishable by up to 10 years of imprisonment.

Offender

Registering Agency

Signature

Officer's Signature

Printed Name

Officers Printed Name

Date

Date



ALABAMA LAW ENFORCEMENT AGENCY

Sex Offender Registration Unit

Juvenile Sex Offender Responsibilities Acknowledgement

The Alabama Sex Offender Registration and Community Notification Act¹ ("Act") places requirements and restrictions on juvenile sex offenders. This document summarizes the responsibilities of a juvenile sex offender within Alabama. This form must be signed by the juvenile sexual offender and his or her parent, guardian, or custodian if under 19, and will be included with the offender's required registration information.

Registration Period (Select one of the following):

- A juvenile sex offender subject to this act must register at the local law enforcement agency² with jurisdiction over his or her residency every 4 months for life according to the one of the following registration cycles- if the offender was adjudicated delinquent on or after July 1, 2011, was 14 years of age or older at the time of the offense, and the offense was Rape in the First Degree, Sodomy in the First Degree, Sexual Abuse in the First Degree, Sexual Torture, any attempt or conspiracy to commit these offenses, or the equivalent thereto.

Select Registration Cycle (quarterly registration determined by offender's birth month)

| | | |
|---|---|--|
| <input type="checkbox"/> <p>January April July October</p> <p>Initial</p> | <input type="checkbox"/> <p>February May August November</p> <p>Initial</p> | <input type="checkbox"/> <p>March June September December</p> <p>Initial</p> |
|---|---|--|

OR

- A juvenile sex offender subject to this act must register at the local law enforcement agency with jurisdiction over his or her residency one time per year during the juvenile sex offender's birth month for a period of 10 years from his or her date of last release on the sex offense subjecting the offender to registration and/or notification (1) if the offender was adjudicated delinquent of any other sex offense on or after July 1, 2011 or (2) if the offender was adjudicated delinquent of a sex offense prior to July 1, 2011.

Select Registration Cycle (one-time per year determined by offender's birth month)

| | | |
|---|-----------------------------|--|
| <input type="checkbox"/> <p>Offenders' Birth Month</p> <p>_____</p> | <p>Initial</p> <p>_____</p> | <p>Registration is required until</p> <p>_____</p> |
|---|-----------------------------|--|

¹ §§15-20A-1ff, Code of Alabama 1985, as amended by Act 2015-463

² Local Law Enforcement – The sheriff of the county and, if the location subject to registration is within the corporate limits of any municipality, the chief of police.

ALABAMA LAW ENFORCEMENT AGENCY

Sex Offender Registration Unit

To complete the initial registration, a convicted sex offender must acknowledge the following responsibilities:

| Initial | Provision |
|---------|---|
| | The offender and his or her parent, guardian, or custodian shall register all required registration information listed §15-20A-7 prior to release with the responsible agency. §15-20A-29 |
| | The offender and his or her parent, guardian, or custodian are required to register all required registration information within three (3) business days of release, or adjudication if the offender is not committed, with local law enforcement in each county where the offender intends to reside. §15-20A-30 |
| | The offender and his or her parent, guardian, or custodian are required to register within three (3) business days of establishing a new residence with local law enforcement in each county in which the offender establishes residence. §15-20A-30 |
| | The parent, guardian, or custodian of the offender is required to notify local law enforcement within three (3) business days of transferring or terminating the residence of the offender in each county of residence. §15-20A-30 |
| | Whenever an offender changes any required registration information, the offender and his or her parent, guardian, or custodian must appear in person within three (3) business days and update the required registration information with local law enforcement in each county in which the offender resides; however, any changes in telephone numbers, email addresses, instant message addresses, or other on-line identifiers or internet service providers may be reported to local law enforcement in person, electronically, or telephonically as required by the local law enforcement agency. §15-20A-30 |
| | The offender cannot apply for, accept, or maintain employment or vocation or volunteer at any school, childcare facility, or any other business or organization that provides services primarily to children during the time the offender is required to register under this Act. §15-20A-31 |
| | The offender shall appear in person with his or her parent, guardian, or custodian and register all required registration with local law enforcement in each county where the offender resides during the offender's birth month and every three months thereafter for the duration of the offender's life if the offender is subject to lifetime registration or during the offender's birth month and every year thereafter if the offender is subject to registration for 10 years. |
| | All out of state offenders must appear in person and register all required registration information with local law enforcement in each county where the offender establishes a residence, accepts employment, or begins school attendance within three (3) business days of entering this state upon establishing a residence, accepting employment, or beginning school attendance; and must provide a certified copy of their adjudication within 30 days of the initial registration. Whenever an offender enters this state to establish a residence, he or she shall be subject to all requirements of this Act as it applies to juvenile sex offenders in this state §15-20A-32 |
| | An offender entering this state to accept employment or begin school attendance, but not to establish a residence, must appear in person within three (3) business days and register any subsequent changes to the required registration information with local law enforcement in each county where he or she is required to register. §15-20A-32 |

ALABAMA LAW ENFORCEMENT AGENCY

Sex Offender Registration Unit

| | |
|--|--|
| | The offender must report in person to local law enforcement in his or her county of residence at least 21 days prior to traveling outside the United States of America and complete a travel permit. Upon returning to the county of residence after travel, the offender must immediately report to local law enforcement in each county of residence. §15-20A-15 |
| | The offender's legal name may not be changed except in the case of marital status or religious purposes. Such change must be reported to local law enforcement in person within three (3) business days in each county in which the offender is required to register. §15-20A-36 |
| | Upon turning the age of majority, the offender is solely responsible for all requirements placed on him or her under the Act. §15-20A-30 |

By signing below, I acknowledge that I have read the above information and responsibilities and that I am aware of all that is required of me under the Alabama Sex Offender Registration and Community Notification Act. If I fail to comply with any provision of the Act, I understand that I may be charged with a Class C felony in Alabama.

Offender

Signature _____

Printed Name _____

Date _____

Parent

Signature _____

Printed Name _____

Date _____

Officer

Registering Agency _____

Officer's Signature _____

Printed Name _____

Date _____