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JEFFERSON S. DUNN
COMMISSIONER

May 26, 2015

ADMINISTRATIVE REGULATION
NUMBER 455

OPR: CENTRAL RECORDS DIVISION

SEX OFFENDER RELEASE NOTIFICATION

I. GENERAL

This Alabama Department of Corrections (ADOC) Administrative Regulation (AR) establishes the responsibilities, policies, and procedures for Sex Offender Release Notification mandated by Alabama state statute.

II. POLICY

It is the policy of the ADOC to provide notification information pending the release of convicted sex offenders mandated by the Alabama Sex Offender Registration and Community Notification Statutes.

III. DEFINITION(S) AND ACRONYM(S)

For purposes of this regulation, the following words shall have the following meanings:

- A. **Alabama Sex Offender Registration and Community Notification Act (ASORCNA)**: The state code of Alabama governing the statutory requirements for making proper notification prior to the release of sex offenders.
- B. **ADOC Form 455-A, Sex Offender Notification Worksheet**: A form utilized to collect required information, as well as all other relevant information, necessary to make proper notification.
- C. **ADOC Sex Offender Release/Notification System**: The database system for collecting sex offender release and notification information to be electronically transmitted to the Alabama Law Enforcement Agency (ALEA).
- D. **Adult Sex Offender**: An adult convicted of a sex offense regardless of date of conviction.

- E. **Alabama Law Enforcement Agency (ALEA)**: Agency responsible for the Alabama Sex Offender Registry as it pertains to this Regulation.
- F. **Central Records Division (CRD)**: The Central Records Division (CRD) is the division to collect and promulgate the proper notification to law enforcement agencies prior to the release of a sex offender.
- G. **Homeless**: A person who has no fixed residence.
- H. **Juvenile Sex Offender**: An individual who has not attained the age of 18 at the time of the offense and who is adjudicated delinquent of a sex offense.
- I. **Registration Only Sex Offender**: An offender required to register with the appropriate law enforcement agencies, but who is not subject to the community notification standards.
- J. **Residence**: Each fixed residence or other place where a person resides, sleeps, or habitually lives or will reside, sleep, or habitually live. If a person does not reside, sleep, or habitually live in a fixed residence, residence means a description of the locations where the person is stationed regularly, day or night, including any mobile or transitory living quarters or locations that have no specific mailing or street address. Residence shall be construed to refer to the places where a person resides, sleeps, habitually lives, or is stationed with regularity, regardless of whether the person declares or characterizes such place as a residence.
- K. **Responsible Agency**: The person or government entity whose duty it is to obtain information from a sex offender and to transmit that information to the Alabama Law Enforcement Agency, police departments and sheriffs.
1. For a sex offender being released from state prison, the responsible agency is the Department of Corrections.
 2. For a sex offender being released from a county jail, the responsible agency is the sheriff of that county.
 3. For a sex offender being released from a municipal jail, the responsible agency is the chief of police of that municipality.
 4. For a sex offender being placed on probation, including conditional discharge or unconditional discharge, without any sentence of incarceration, the responsible agency is the sentencing court or designee of the sentencing court.
 5. For a juvenile sex offender being released from the Department of Youth Services, the responsible agency is the Department of Youth Services.

6. For a sex offender who is being released from a jurisdiction outside this state and who is to reside in this state, the responsible agency is the Alabama Law Enforcement Agency.

- L. **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.
- M. **Sex Offender Release Roster:** A computer generated list of inmates currently incarcerated within ADOC that are classified as sex offenders and are projected to be released within sixty (60) days from the date of this listing. This listing provides such information as AIS, inmate name, release date, and current ADOC releasing institution.
- N. **Sexually Violent Predator:** A person who has been convicted of a sexually violent offense, as deemed by the sentencing court, and who is likely to engage in one or more future sexually violent offenses or is likely to engage in future predatory sex offenses.
- O. **Youthful Offender Sex Offender:** An individual adjudicated as a youthful offender for a sex offense who has not yet attained the age of 21 at the time of the offense.

IV. **RESPONSIBILITIES**

- A. The Central Records Director is responsible for:
1. Ensuring compliance with this AR.
 2. Designating a Sex Offender Notification and Release Coordinator to provide administrative oversight of all Sex Offender Release Notification procedures.
 3. Appointing staff positions necessary to administer the procedures for sex offender release notification mandated by Alabama state statute.
- B. The Sex Offender Notification and Release Coordinator is responsible for ensuring compliance with the procedures set out in accordance with state law and this AR.
- C. The Warden/designee of each correctional institution housing sex offenders is responsible for:

1. Developing Standard Operating Procedures (SOPs), as necessary for the implementation of AR 455, *Sex Offender Release Notification*.
 2. Designating a Classification Supervisor/designee to provide oversight of all institutional sex offender procedures.
- D. The Classification Supervisor/designee for each correctional institution housing sex offenders is responsible for ensuring compliance with the procedures set out in this AR.
- E. The Information Systems Director is responsible for developing the Sex Offender Release/Notification System database and related reports.
- F. The inmate is responsible for compliance with this AR. A sex offender who fails to provide the required registration information shall be guilty of a Class C felony.

V. PROCEDURES

- A. The CRD Sex Offender Notification Release Coordinator shall within the first five (5) days of each month:
1. Send a reminder e-mail to all Wardens/designees and Classification Supervisor/designees of correctional institutions housing sex offenders to access the Sex Offender Release Roster and to complete the procedures set out in this AR.
 2. Send a courtesy copy of the Sex Offender Release Roster to ALEA.
- B. The CRD Sex Offender Notification and Release Coordinator shall monitor the Sex Offender Release Roster on a regular basis and communicate with designated correctional institution personnel as necessary to ensure that all outlined procedures are being completed.
- C. The Classification Supervisor/designee shall initiate the process a minimum of **sixty (60) days prior to release** of each sex offender. **NOTE:** If a sex offender transfers to another institution after the roster is printed, the Classification Supervisor/designee shall e-mail the receiving institution the pending release of the sex offender. The Classification Supervisor/designee shall:
1. 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*.

2. Review the inmate's record to assess the conviction records to verify the category of sex offender and the appropriate notification procedures to be completed. (See Annex B – ALEA Form Determination Guidelines.) The categories of sex offenders are:
 - a. Adult Sex Offenders.
 - b. Registration Only Sex Offenders.
 - c. Adult offenders identified as “Sexually Violent Predators”.
 - d. Juvenile Sex Offenders.
 - e. Youthful Offender Sex Offenders.

3. Meet with each identified inmate no later than five (5) working days after generating the Sex Offender Release Roster and complete the appropriate forms.

4. Ensure that the offender reads, signs, and dates the forms. The document must be witnessed. The Classification Supervisor/designee must indicate and initial on the forms if the inmate refuses to sign forms. The following is the distribution of the forms:
 - a. 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.
 - b. 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.
 - c. 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.

5. Confirm that the following procedures are followed if the inmate is unable to provide a residence prior to release or refuses to provide the required information prior to release:
 - a. **Unable to Provide Residence Prior to Release.** If a sex offender is not able to provide a residence prior to the time of release, then the responsible agency (Classification Supervisor/designee) shall notify the sheriff of the county where the last conviction for a sex offense or violation of this chapter took place at least five (5) days prior to the release of the sex offender. Upon notice of release date from the responsible agency (ADOC), the sheriff of the county of the last conviction for a sex offense or a violation of this chapter shall make arrangements to have the sex offender immediately remanded to his or her custody to register in accordance with the Code of Alabama 1975, as amended, Section 15-20A-10 at the time of release.
 - b. **Refuses to Provide Required Information – not accumulated any incentive time.** If the sex offender has not accumulated any incentive time pursuant to the Code of Alabama 1975, as amended, Section 14-9-41 or any other law, he or she shall be charged with violating this section. At least five (5) days prior to his or her release date, the Department of Corrections (Classification Supervisor/designee) shall notify the sheriff in the county where the last conviction for a sex offense or violation of this chapter took place, which county shall be the proper venue for arrest and prosecution of violation of this section. Upon notice of the release date, the sheriff from the county of the last conviction for a sex offense or violation of this chapter shall make arrangements to have the sex offender immediately remanded to his or her custody at the time of release.
 - c. **Refuses to Provide Required Information – has accumulated any incentive time.** If the sex offender has accumulated correctional incentive time pursuant to the Code of Alabama 1975, as amended, Section 14-9-41 or any other law, the sex offender shall be charged with non-compliance with this section and shall not be allowed early release, but instead shall forfeit all correctional incentive time that has accrued pursuant to the Code of Alabama 1975, as amended, Section 14-9-41, or other good time allowed by law.

6. 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.
7. Ensure that all completed documents are accessible in the inmate's electronic file.

D. Upon receipt of the Sex Offender Notification Packet from the Classification Supervisor/designee from the institution, the CRD Sex Offender Notification and Release Coordinator shall ensure the following documents are forwarded:

1. **Within the State of Alabama.** For offenders declaring an intent to reside, live, or be employed within the State of Alabama, notification shall be made to:
 - a. Attorney General via Attorney General's Office of Victim Assistance.
 - b. Secretary of the Alabama Law Enforcement Agency.
 - c. District Attorney in the county of criminal sex conviction.
 - d. Sheriff of any county declared by the offender.
 - e. Sheriff of the county of the criminal sex conviction.
 - f. Chief of Police of any municipality declared by the offender.
 - g. Alabama Criminal Justice Information Center (ACJIC).
2. **Outside the State of Alabama.** For offenders declaring an intent to reside, live, or be employed outside the State of Alabama, notification shall be made to:
 - a. Alabama Attorney General via Attorney General's Office of Victim Assistance.

- b. Secretary of the Alabama Law Enforcement Agency.
- c. District Attorney in the county of criminal sex conviction.
- d. Sheriff of the county of the criminal sex conviction.
- e. Sheriff of any county declared by the offender.
- f. Chief of Police of any municipality declared by the offender.
- g. For offenders declaring intent to reside outside of the United States, the U.S. Marshals Service shall be notified. The U.S. Marshals Notification of International Travel of Sex Offender shall be completed and included in the packet.

E. Escape of Sex Offender – Notification Requirements:

- 1. In addition to AR 409, *Escape Procedures*, the Warden/designee shall notify the following within twenty-four (24) hours:
 - a. Attorney General via Attorney General’s Office of Victim Assistance.
 - b. Secretary of the Alabama Law Enforcement Agency.
 - c. District Attorney in the county of criminal sex conviction.
 - d. Sheriff of the county of the criminal sex conviction.
 - e. Chief of Police having jurisdiction at time of criminal sex conviction.
 - f. Sheriff of the county and each chief of police of every municipality in the county where the sex offender escaped.
 - g. Alabama Criminal Justice Information Center (ACJIC).
 - h. U. S. Marshal Service.
- 2. The following information shall be provided:
 - a. Offender’s full name.
 - b. Aliases.
 - c. Time remaining to serve (minimum release date).

- d. Nature of crime (current offense).
- e. Copy of fingerprint card.
- f. Current photograph.
- g. Summary of criminal record.

VI. DISPOSITION

Any forms used will be disposed of and retained according to the Departmental Records Disposition Authority (RDA).

VII. FORMS

- A. ADOC Form 455-A, *Sex Offender Notification Worksheet*.
- B. ALEA Form - *Adult Sexual Offender Requirements*.
- C. ALEA Form - *Adult Sexual Offender Requirements (Registration Only)*.
- D. ALEA Form – *Juvenile Sexual Offender Requirements*.
- E. ALEA Form - § 15-20A-17(b) – *School Notification*.

VIII. SUPERSEDES

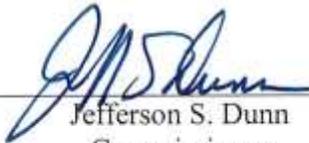
- A. This Administrative Regulation supersedes AR 455, *Sex Offender Release Notification*, dated May 1, 2007, and any changes.

IX. PERFORMANCE

- A. Code of Alabama, 1975, as amended, Section 15-20A-1 through 48.
- B. AR 302, *Incident Reporting*.
- C. AR 403, *Procedures for Inmate Rule Violations*.
- D. AR 409, *Escape Procedures*.

ANNEXES:

- A. Sample Letter: Central Records Division to Sheriff.
- B. ALEA Form Determination Guidelines for Sex Offenders.



Jefferson S. Dunn
Commissioner

**SAMPLE LETTER
CENTRAL RECORDS DIVISION TO SHERIFF**

ADOC LETTER HEAD

September 1, 2014

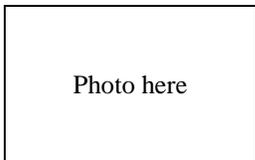
Sheriff _____

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: _____

Phone #: _____
Contact: _____
Relationship: _____

Employer Address: _____

Phone #: _____

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 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*.
Palmprint card / Fingerprint card
Criminal offense history ("Sexually Violent Predator" only, if available)
Documentation of treatment ("Sexually Violent Predator" only, if available)

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 Sexual Offender Requirements</i> and <i>§ 15-20A-17(b) School Notification</i>
“T” suffix	EITHER: <i>Adult Sexual Offender Requirements (Registration Only)</i> OR: <i>Juvenile Sexual Offender Requirements</i> and <i>§ 15-20A-17(b) School Notification</i>
“U” suffix	EITHER: <i>Adult Sexual Offender Requirements (Registration Only)</i> OR: <i>Juvenile Sexual Offender Requirements</i> and <i>§ 15-20A-17(b) School Notification</i>

**Alabama Department of Corrections
SEX OFFENDER NOTIFICATION WORKSHEET**

SXOF004

Institution : _____ Submission #: _____ Date : _____
 Inmate Name : _____ Race: _____ Sex: _____ BirthPlace: _____
 AIS : _____ Hair Color: _____ Eye Color: _____
 SSN : _____ Other SSN/DOB: _____ Height: _____ Weight: _____
 FBI Nbr : _____ Sid Nbr : _____ Complexion: _____
 Outstanding Warrants? : _____ No _____ Release Date : _____

Does sentencing transcript indicate "Sexually Violent Predator" ? YES NO
 Scars / Marks / Tattoos : _____

Alias : _____

Notification of Intended Living Address

Street / City / State / Zip : _____
 Phone Number: (____) _____ - _____ County : _____
 Contact (Residency) : _____ Relationship: _____
 Nearest Relative: _____ PH #: _____ Relationship: _____

Are there any minors living at this address? (List names / age / relationship): _____

I hereby acknowledge that upon my release, I must live and abide according to the laws of the State of Alabama governing my conviction as a sex offender and I understand that I must report and register with the Sheriff of the county of residency within 3 days of my release. I understand that failure to do so can result in a conviction of a Class C Felony. I also acknowledge that if I reside in a state other than Alabama, I must abide by the laws of that state.

Signature : _____ Date : ____ / ____ / ____

Witness : _____ Date : ____ / ____ / ____

Offense Information

Brief Statement of Offense : _____

Date of Arrest: _____ UCR code: _____ Court Case # _____ Disposition Date: _____

Location of Offense (State, County, Town): _____

Age and Gender of Victim (if available) : _____

Victim Name & Address (if available) : _____

Victim Name & Address (if available) : _____

Weapon Used: Type: _____ Make: _____ Description: _____

Court Information:	() Alabama conviction	() Youthful Offender	Status:	DNA Available?
(Check one in each box)	() Out of State	() Juvenile	() Probation	() Yes
	() Military	() Adult	() Parole	() No
	() Federal		() None	

**Alabama Department of Corrections
SEX OFFENDER NOTIFICATION WORKSHEET**

SXOF004

Institution :
Inmate Name :
AIS :

Date :
DOB:
Race: Sex: BirthPlace:

Employer Information

Employer's Name & Address (if any): _____

Work Location: _____ Is this employment with 2,000 ft of a school or daycare? _____

Occupation: _____ Work Location (if different than emp addr) _____

School Currently Attending: _____ School Address: _____

Other Identifying Information

Driver License / State ID numbers (include Issuing State): _____

Passport, Military ID, Immigration ID, Professional Licenses, etc. _____

Internet Identifies/Addresses (Email, Facebook, MySpace, Instant Messenger, etc.): _____

Vehicle Information including land, aircraft and watercraft vehicles

(Personal) Type	Make	Model	Style / Color	Tag # / State	Year
Vehicle Identification #	Address vehicle is kept	Plate Category	Plate Type	Year Expires	
(Work/Other) Type	Make	Model	Style / Color	Tag # / State	Year
Vehicle Identification #	Address vehicle is kept	Plate Category	Plate Type	Year Expires	

Dist : Central Records Division, original
Inmate Institution File, copy
Pardons & Parole, if applicable (Copy)

ADOC Form 455 - April 10, 2012



ADULT SEXUAL OFFENDER REQUIREMENTS

The summarized information regarding the Alabama Sex Offender Registration and Community Notification Act ("Act") is listed below and must be signed by the sexual offender for inclusion with the offender's required registration information under Alabama Act Number 2011-640. This summary describes the responsibilities of a sex offender as provided by the Alabama Sex Offender Registration and Community Notification Act.

Registration months:

1. The provisions of the Act are applicable to every person described in the Act, without regard to when his or her crime or crimes were committed or his or her duty to register pursuant to the Act arose, and to every offense described in the Act, regardless of when it was committed.

(Initials)

2. The offender shall register all required registration information listed in Act No. 2011-640 at least 30 days prior to release or immediately upon notice of release if release is less than 30 days.

(Initials)

3. 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 in each county/municipality where the offender intends to reside, be employed or attend school.

(Initials)

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4. The offender has seven (7) days from release to comply with the residency restrictions listed in Act No. 2011-640.

(Initials)

5. 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/municipality in which the offender establishes residence, accepts employment or begins school attendance.

(Initials)

6. 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/municipality in which the offender is terminating residence, employment or school attendance.

(Initials)

7. Whenever an offender changes any required registration information listed in Act No. 2011-640, the offender must appear in person and update the required registration information with local law enforcement in each county/municipality in which the offender resides, is employed or attends school within three (3) business days.

(Initials)

8. The offender shall not establish a residence, any other living accommodation or habitually live within 2,000 feet of the property line of any school or child care facility.

(Initials)

9. The offender shall not establish a residence, any other living accommodation or habitually live within 2,000 feet of the property line on which any of his or her former victims or the victims' immediate family members reside.

(Initials)

10. The offender shall not establish a residence where a person under the age of 18 years of age resides, except as elsewhere provided by law in Section 11 of Act No. 2011-640.

(Initials)

11. If the offender has any change in fixed residence, the offender must report such change in person to local law enforcement within three (3) business days. The offender must then follow all provisions in Act No. 2011-640 concerning homeless sex offenders, including weekly registration.

(Initials)

12. The offender shall not accept employment within 2,000 feet of any school or licensed child care facility. Additionally, the offender cannot 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.

(Initials)

13. The offender shall appear in person and register all required registration information listed in Act No. 2011-640 with local law enforcement in each county/municipality where the offender resides during the offender's birth month and every three months thereafter for the duration of the offender's life.

(Initials)

14. All out of state offenders must register in accordance with the Act 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.

(Initials)

15. If an offender intends to be away from his or her residence for a period of three or more consecutive days, the offender shall report such information in person within three (3) business days prior to leaving his or her jurisdiction for such travel to local law enforcement in his or her county of residence and complete a travel permit provided by the sheriff.

(Initials)

16. 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.

(Initials)

17. Upon returning to the county of residence after travel, the offender must immediately report to local law enforcement in each county of residence.

(Initials)

18. The offender shall not be knowingly come within 100 feet of any of his or her former victims.

(Initials)

19. The offender shall not contact, directly or indirectly, in person or through others, by phone, mail, or electronic means, any former victim. 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.

(Initials)

20. Any offender convicted of a sex offense involving a minor cannot 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.

(Initials)

21. 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 three (3) business days of his or her initial registration following release, initial registration upon entering this state to become a resident, or within three (3) business days following his or her next registration after July 1, 2011.

(Initials)

22. 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 this designation.

(Initials)

23. 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.

(Initials)

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24. Any offender deemed by the court to be a sexually violent predator shall be subject to electronic monitoring for no less than 10 years upon release. The offender shall be required to pay the costs of such monitoring.

(Initials)

25. The offender shall be required to 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.

(Initials)

26. 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.

(Initials)

27. The offender's legal name may not be changed except in the case of marital status or religious purposes. Such change must be immediately reported to local law enforcement in each county in which the offender is required to register

(Initials)

28. Any offender convicted of violating the Act shall be subject to \$250 fine.

(Initials)

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, Act No. 2011-640. If I fail to comply with any provision of the Alabama Sex Offender Registration and Community Notification 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 Sex Offender Registration and Notification Act, a 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.

Name

Signature

Date

Officer's Signature

Agency

Date

Version 3, 01/16/2015



ADULT SEXUAL OFFENDER REQUIREMENTS (Registration Only)

The summarized information regarding the Alabama Sex Offender Registration and Community Notification Act (“Act”) is listed below and must be signed by the sexual offender for inclusion with the offender’s required registration information under Alabama Act Number 2011-640. This summary describes the responsibilities of a sex offender as provided by the Alabama Sex Offender Registration and Community Notification Act.

1. The provisions of the Act are applicable to every person described in the Act, without regard to when his or her crime or crimes were committed or his or her duty to register pursuant to the Act arose, and to every offense described in the Act, regardless of when it was committed.

(Initials)

2. The offender shall register all required registration information listed in Act No. 2011-640 at least 30 days prior to release or immediately upon notice of release if release is less than 30 days.

(Initials)

3. The offender is required to register all required registration information within three (3) days of release, or conviction if the offender is not incarcerated, with local law enforcement in each county/municipality where the offender intends to reside, be employed or attend school.

(Initials)

4. The offender is required to register within three (3) days of establishing a new residence, accepting employment or beginning school attendance with local law enforcement in each county/municipality in which the offender establishes residence, accepts employment or begins school attendance.

(Initials)

Version 3 01-16-2015

5. The offender is required to register within three (3) days of transferring or terminating a residence, employment or school attendance with local law enforcement in each county/municipality in which the offender is terminating residence, employment or school attendance.

(Initials)

6. Whenever an offender changes any required registration information listed in Act No. 2011-640, the offender must appear in person and update the required registration information with local law enforcement in each county/municipality in which the offender is resides, is employed or attends school within three (3) days.

(Initials)

7. If the offender has any change in or loss of fixed residence, the offender must immediately report such change in person to local law enforcement. The offender must then follow all provisions in Act No. 2011-640 concerning homeless sex offenders, including weekly registration.

(Initials)

8. The offender shall appear in person and register all required registration information listed in Act No. 2011-640 with local law enforcement in each county/municipality where the offender resides, is employed or attends school during the offender's birth month and every three months thereafter for the duration of the offender's life.

(Initials)

9. All out of state offenders must register in accordance with the Act and must provide a certified copy of their conviction within 30 days of the initial registration.

(Initials)

10. The offender shall be required to 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.

(Initials)

11. 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.

(Initials)

12. Any offender convicted of violating the Act shall be subject to \$250 fine.

(Initials)

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, Act No. 2011-640. If I fail to comply with any provision of the Alabama Sex Offender Registration and Community Notification Act, I understand that I shall have committed a Class C felony in Alabama. Additionally, I have been advised and understand that under the Sex Offender Registration and Notification Act, a 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.

Name

Signature

Date

Officer's Signature

Agency

Date

Version 3 01-16-2015



JUVENILE SEXUAL OFFENDER REQUIREMENTS

The summarized information regarding the Alabama Sex Offender Registration and Community Notification Act (“Act”) is listed below and must be signed by the sexual offender and his or her parent, guardian, or custodian if under 19 for inclusion with the offender’s required registration information under Alabama Act Number 2011-640. This summary describes the responsibilities of a sex offender as provided by the Alabama Sex Offender Registration and Community Notification Act.

Registration months:

1. If the offender was adjudicated delinquent of a sex offense and was 14 years of age or older at the time of the offense on or after July 1, 2011, the offender shall be subject to this Act for life if 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. If the offender was adjudicated delinquent of any other sex offense on or after July 1, 2011, the offender shall be subject to this Act for a period of 10 years from his or her last date of release on the sex offense subjecting the offender to registration and/or notification. If the offender was adjudicated prior to July 1, 2011, the offender shall be subject to registration and/or notification for 10 years from the last date of release on the sex offense and follow all requirements ordered by the sentencing court

(Initials)

2. The offender and his or her parent, guardian, or custodian shall register all required registration information listed in Act No. 2011-640 prior to release with the responsible agency.

(Initials)

3. 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/municipality where the offender intends to reside.

(Initials)

4. 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/municipality in which the offender establishes residence.

(Initials)

5. The parent, guardian, or custodian of the offender is required to notify local law enforcement within three (3) business days of transferring or terminating a residence in each county/municipality in which the offender is transferring or terminating residence.

(Initials)

6. Whenever an offender changes any required registration information listed in Act No. 2011-640, 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/municipality in which the offender resides.

(Initials)

7. 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.

(Initials)

8. The offender shall appear in person with his or her parent, guardian, or custodian and register all required registration information listed in Act No. 2011-640 with local law enforcement in each county/municipality 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.

(Initials)

9. All out of state offenders must appear in person and register all required registration information with local law enforcement in each county/municipality where the offender establishes a residence, accepts employment, or begins school attendance within three (3) business days of entering this state to establish a residence, accept employment, or begin school attendance and must provide a certified copy of their adjudication within 30 days of the initial registration.

(Initials)

10. 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.

(Initials)

11. 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.

(Initials)

12. 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.

(Initials)

13. Upon returning to the county of residence after travel, the offender must immediately report to local law enforcement in each county of residence.

(Initials)

14. The offender's legal name may not be changed except in the case of marital status or religious purposes. Such change must be immediately reported to local law enforcement in each county in which the offender is required to register.

(Initials)

15. Upon turning the age of majority, the offender is solely responsible for all requirements placed on him or her under the Act.

(Initials)

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, Act No. 2011-640. If I fail to comply with any provision of the Alabama Sex Offender Registration and Community Notification Act, I understand that I may be charged with a Class C felony in Alabama.

Name

Signature

Date

Name of Parent/Guardian/Custodian

Signature of Parent/Guardian/Custodian

Date

Officer/Official's Signature

Agency

Date

Version 4, 01/16/2015

§ 15-20A-17(b). Adult sex offender – Entering the Property of a K-12 School or Attending a K-12 School Activity.

(b)(1) No adult sex offender, after having been convicted of a sex offense involving a minor, shall enter onto the property of a K-12 school while school is in session or attend any K-12 school activity unless the adult sex offender does all of the following:

- (a) Notifies the principal of the school, or his or her designee, before entering onto the property or attending the K-12 school activity.
- (b) Immediately reports to the principal of the school, or his or her designee, upon entering the property or arriving at the K-12 school activity.
- (c) Complies with any procedures established by the school to monitor the whereabouts of the sex offender for the duration of his or her presence on the school property or attendance at the K-12 school activity. For a public K-12 school, the local school board shall adopt a policy to effectuate this section.

(2) Procedures established to effectuate this subsection are limited to rules that allow the principal of the school, or his or her designee, to discreetly monitor the adult sex offender.

(3) For the purposes of this section, a K-12 school activity is an activity sponsored by a school in which students in grades K-12 are the primary intended participants or for whom students in grades K-12 are the primary intended audience including, but not limited to, school instructional time, after school care, after school tutoring, athletic events, field trips, school plays, or assemblies.

By signing below, I acknowledge that I have read the above information and that I am aware of all that is required of me if I enter onto the property of a K-12 school or attend a K-12 school activity. If I fail to comply with any of the above provisions, located in the Alabama Sex Offender Registration and Community Notification Act, I understand that I may be charged with a Class C felony in Alabama.

Name

Officer's Signature

Signature

Agency

Date

Date