

## **BACKGROUND CHECK:**

**Please send \$210.00 online as follows:**

1. Go to our website at [www.dwgc.org](http://www.dwgc.org)
2. At the right hit the “*GIVING*” tab
3. Under the “GENERAL” dropdown, go down to “*BACKGROUND CHECK*”

Please email [sandy@dwgc.org](mailto:sandy@dwgc.org) to let us know you have paid so that we can begin the process.

If you need to pay by check or if you have questions, please call the Diocesan House at 281-466-1972 or email [sandy@dwgc.org](mailto:sandy@dwgc.org).

The background check can take a month or more to be completed. Oxford (the company that the Diocese uses) will send you a packet of documents that needs to be completed by you and returned to them. The background check will not begin until they receive these documents. Please watch your email . . . the envelope can look like junk mail.