Fingerprint Appointment

Use this form to assist in scheduling a Department of Social and Health Services fingerprint appointment.

Section 1: To be completed by the Background Check System

1. The agency requesting a fingerprint check must provide the following information:

   BCCU Account Number: __________________________ BCCU Inquiry ID/OCA Number: __________________________
   Applicant Name: __________________________ Date of Birth: __________________________
   Address: __________________________ Daytime Phone: __________________________

Section 2: Information to gather BEFORE scheduling a fingerprint appointment

Be prepared to provide the information from Section 1 AND the information below when scheduling your fingerprint appointment.

<table>
<thead>
<tr>
<th>1. SOCIAL SECURITY NUMBER (OPTIONAL)</th>
<th>2. BIRTHPLACE (STATE / COUNTRY)</th>
<th>3. DAYTIME PHONE (AREA CODE / NUMBER)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4. SEX

- [ ] Male
- [ ] Female

5. HEIGHT (FEET / INCHES)

6. WEIGHT (POUNDS)

<table>
<thead>
<tr>
<th>7. RACE</th>
<th>8. HAIR COLOR</th>
<th>9. EYE COLOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>- [ ] Caucasian or other Hispanic culture</td>
<td>- [ ] Black</td>
<td>- [ ] Black</td>
</tr>
<tr>
<td>- [ ] African-American / African</td>
<td>- [ ] Brown</td>
<td>- [ ] Blue</td>
</tr>
<tr>
<td>- [ ] Asian or Pacific Islander</td>
<td>- [ ] Gray/part gray</td>
<td>- [ ] Multicolored</td>
</tr>
<tr>
<td>- [ ] American Indian, First Nations, Eskimo, or Alaskan Native</td>
<td>- [ ] Red/Auburn</td>
<td>- [ ] Brown</td>
</tr>
<tr>
<td>- [ ] Unknown</td>
<td>- [ ] Sandy</td>
<td>- [ ] Green</td>
</tr>
<tr>
<td></td>
<td>- [ ] Blonde</td>
<td>- [ ] Orange</td>
</tr>
<tr>
<td></td>
<td>- [ ] Completely Bald</td>
<td>- [ ] Pink</td>
</tr>
</tbody>
</table>

Section 3: Fill out this section WHILE scheduling your fingerprint appointment


2. Use this space to write down the date, time and location of your fingerprint appointment:

   Date / Weekday: __________________________
   Time: __________________________
   Location / Address: __________________________

Section 4: Personal Identification (ID)

You must bring one of the following NON-EXPIRED Government issued PICTURE ID options with you to your fingerprint appointment.

Acceptable forms of government issued PICTURE ID:

- US Driver’s License, or any Federal, State, or Local Government issued ID (Including a Washington State Learner’s Permit)
- Any US Armed Services ID (Army, Air Force, Navy, Marines, etc…)
- US Passport
- Foreign Passport (with photo and signature)
- Federally Recognized Tribal ID

All ID must be current. Expired ID WILL NOT be accepted unless you can prove that you are in the process of renewing it. Expired ID with a photo MUST accompany any temporary ID and the names MUST match otherwise you may be required to reschedule your appointment.