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|  | **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 with IdentoGO / IDEMIA** | | | |
| Be prepared to provide the information from Section 1 AND the information below when scheduling your fingerprint appointment. | | | |
| 1. SOCIAL SECURITY NUMBER (OPTIONAL) | | 2. BIRTHPLACE (STATE / COUNTRY) | 3. DAYTIME PHONE (AREA CODE / NUMBER) |
| 4. SEX  Male  Female  Unknown | | 5. HEIGHT (FEET / INCHES) | 6. WEIGHT (POUNDS) |
| 7. RACE  American Indian  Asian  Black  White  Unknown | | 8. HAIR COLOR  Bald  Red  Black  Sandy  Blonde  White  Brown  Unknown  Gray | 9. EYE COLOR  Black  Hazel  Blue  Maroon  Brown  Multicolor  Gray  Pink  Green  Unknown |
| **Section 3: Fill out this section WHILE scheduling your fingerprint appointment** | | | |
| 1. Go to <https://wa.ibtfingerprint.com> or call **1-888-771-5097** to schedule your fingerprint appointment with IdentoGO / IDEMIA. 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 a **NON-EXPIRED** Government issued **PICTURE ID** with you to your fingerprint appointment. 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.  Common forms of acceptable 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   Additional information about ID and a list of all acceptable forms of government issued **PICTURE ID** can be found on the IdentoGO / IDEMIA website: <https://www.identogo.com/uploads/general/Acceptable-Identification_Washington.pdf> | | | |