REQUEST FOR LIVE SCAN SERVICE

Applicant Submission

ORI: A0522 Type of Application: Prop Sec Off 7583.9 BP						
Job Title or Type of License, Certification or Permit: PSO Proprietary Private Security Officer						
Agency Address Set Contributing Agency:						
Bureau of Security & Investigative	e Services	10775				
Agency authorized to receive criminal history information		Mail Code (five digit code assigned by DOJ)				
P.O. BOX 989002		Licensing				
Street No. Street or P.O. Box		Contact Name (Mandatory for all school submissions) (916) 322-4000				
West Sacramento CA	95798-9002					
City State	Zip Code	Contact Telephone No.				
Name of Applicants						
Name of Applicant: (please print) Last	First	MI				
Alica		Driver's License No.				
Alias: Last	First	Driver's License No.				
Date of Birth: Sex:	Male Female	Mico No RII - N/A				
Date of Birtif.		Misc. No. BIL- Agency Billing Number (if applicable)				
Height: Weight:						
Eye Color: Hair Colo	or:	Home Address: Street or P.O. Box				
		Street or P.O. Box				
Place of Birth:		City Chata and Zin Code				
SOC:		City, State and Zip Code				
Your Number:		Level of Service X DOJ X FBI				
OCA No. (Agency Identifyin	ig No.)	Edvar dr der vice				
If resubmission, list Original ATI No.						
Employer: (Additional response for agencies specified by statute)						
Employer Name						
Street No. Street or P.O. Box		Mail Code (five digit code assigned by DOJ)				
City	Zin Codo					
City State	Zip Code	Agency releptione No. (optional)				
Live Scan Transaction Completed By: Date:						
Name of Operator						
T						
Transmitting Agency	ATI No.	Amount Collected/Billed				

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(please print) Last	First	MI				
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		()				
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	95798-9002	(916) 322-4000				
City State Z	ip Code	Contact Teleph	none No.			
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Last	First					
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		_	Agency Billing Number (if applicable)			
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Eye Color: Hair Color:		Home Address:				
<u> </u>			Street or P.O. Box			
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Employer Name						
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		()				
City State	Zip Code	Agend	cy Telephone No. (optional)			
Live Coop Transaction Completed Dv						
Live Scan Transaction Completed By: Name of Operator Date:						
Transmitting Agency			Amount Collected/Dilled			
Transmitting Agency	ATI No.		Amount Collected/Billed			



BUREAU OF SECURITY AND INVESTIGATIVE SERVICES

P.O. Box 989002 West Sacramento, CA 95798-9002 (916) 322-4000 www.bsis.ca.gov



<u>PROPRIETARY PRIVATE SECURITY OFFICER (PSO)</u> <u>LIVE SCAN PROCESS INSTRUCTION FORM</u>

Live Scan is a system for electronically submitting fingerprints used in background checks to the California Department of Justice and the FBI.

Simply follow these steps:

STEP 1

Fill out the following information on the pre-printed Live Scan form (BCII 8016), which can be obtained either from the Bureau or downloaded from the Bureau Web site at www.bsis.ca.gov/forms_pubs/livescan/index.shtml:

1. Name of Applicant: Enter the Last Name, First Name, and Middle Name.

2. Alias: Enter any aliases (including any maiden name) of the applicant.

3. Date of Birth: Enter the date of birth of the applicant.

4. Sex: Enter the sex of the applicant.
5. Height: Enter the height of the applicant.
6. Weight: Enter the weight of the applicant.
7. Eye Color: Enter the eye color of the applicant.
8. Hair Color: Enter the hair color of the applicant.
9. Place of Birth: Enter the place of birth of the applicant.
10. SOC: Enter the applicant's Social Security number.

11. Driver's License No.: Enter the applicant's Driver's License number, including the state.

12. Home Address: Enter the applicant's home address.

STEP 2

With three copies of the completed Live Scan Form, go to the nearest Live Scan site to have your fingerprints electronically submitted to the Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI).

NOTE: You can get a listing of all Live Scan sites at www.bsis.ca.gov/forms_pubs/livescan/index.shtml or by contacting the Bureau at (916) 322-4000.

STEP 3

Pay the Live Scan Operator: \$32.00 DOJ Fingerprint Processing Fee

\$17.00 FBI Fingerprint Processing Fee

TOTAL \$49.00

In addition, you must pay the Live Scan Operator the Live Scan site Processing Fee. The fee is set by each Live Scan Site and can vary. The Bureau of Security and Investigative Services does not set the fee.

STEP 4

Submit the following to the Bureau:

- 1. The completed Proprietary Private Security Officer registration application.
- 2. The second copy of the Live Scan Form (BCII 8016) received from the Live Scan site, signed by the Live Scan Operator, including the ATI number.
- 3. A check/money order for : \$50.00 Initial Proprietary Security Officer Application Fee

TOTAL \$50.00

(Rev. 08/2012)