

Volunteer Instructions – IORG - Nevada

Volunteers unable to complete their Live Scan at the recommended events will need to have fingerprints taken at their local law enforcement agency. (NV)

- 1) Go to your local Law Enforcement Agency.
- 2) Request FBI Applicant Fingerprint Card FD-258.
 - a. *If your prints are not clear you should send in two ink cards.*
- 3) Pay the rolling fee of your local agency.
- 4) Then have your fingerprints taken and printed on the FD-258 card.

You will then be given the original fingerprint card. Make sure you have signed the card and the Agency Officer taking your prints has also signed and dated the card with agency stamp.

- 5) Complete the Applicant Information below.
- 6) Prepare a check payable to:
 - a. Sunset Notary Services for \$30.00
- 7) Mail the following:

- Original FD-258 Card
- Applicant information below
- Enclose \$30.00 check

Sunset Notary Services
1051 Junction Blvd
Roseville CA 95678

**** DO NOT BEND, STAPLE OR CLIP ANYTHING TO FD-258 CARD ****

If questions, call 916-746-1039 Tuesday-Friday 8:30am-5:00pm

Applicant Information:

Last Name First Name Middle Name

AKA / Maiden or any other prior last name: _____

Driver's License Number: _____ Issued by what State: _____

Date of Birth: ____/____/____ SEX: Male Female

Height Weight Eye Color Hair Color

Place of Birth: (STATE) _____ Social Security # _____

Home Address: _____

Email: _____

Telephone: (____) _____ Assembly Name & # _____
