

# 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 & # \_\_\_\_\_

\_\_\_\_\_