



By IDEMIA

# New Jersey Universal Fingerprint Form

[www.bioapplicant.com/nj](http://www.bioapplicant.com/nj)

|  |   |  |  |   |             |
|--|---|--|--|---|-------------|
| (1) Originating Agency Number (ORI #)<br><b>NJ0141400</b>      |   | (2) Category<br><b>LOX</b>   | (3) Statute Number<br><b>13:59-1</b>   |   |             |
| (4) Reason for Fingerprinting<br><b>LOCAL ORDINANCE</b>        |   |  | (5) Document Type<br><b>S1</b>   | (6) Payment Information<br><b>\$42.80</b> |             |
| (7) Contributor's Case # (Unique Identifier)                   |   |  | (8) Miscellaneous  |   |             |
| (9) First Name   |   | (10) MI  | (11) Last Name   |   |             |
| (12) Daytime Phone Number<br>( ) -                             |   | (13) Social Security Number (Optional)                               | (14) Date of Birth   | (15) Height                               | (16) Weight |
| (17) Maiden or Alias Last Name                                 |   | (18) Place of Birth (US State if US Citizen; Country for all others) |  | (19) Country of Citizenship               |             |
| (20) Home Address  |   |  |  |   |             |
| Address  |   | City   |  | State                                     | Zip         |
| (21) Gender (Select one)<br>[ ] Female<br>[ ] Male<br>[ ] Both | (22) Hair Color   | (23) Eye Color   | (24) Race (Select One)<br>[ A ] Asian/ Pacific Islander (includes Asian Indian)<br>[ B ] Black<br>[ I ] American Indian / Alaska Native<br>[ W ] White ( Includes Hispanic/ Spanish Origin)<br>[ U ] Unknown |   |             |
| (25) Occupation / Position (with respect to Requirement)       | (26) Employer / Organization Name (with respect to Requirement) |  |  |   |             |
|  | Employer Address  |  |  | State                                     | Zip         |
|  | City  |  |  |   |             |

**Identification Requirement** - Acceptable Identification must be presented at the *time of printing*. Identification presented MUST be one (1) document that is current (not expired). A combination of documents will not be accepted. The single document must include the following criteria: Photo, Name, Address (home/issuing agency), Date of Birth. Acceptable ID must be issued by a Federal, State, County or Municipal entity for identification purposes. Examples of acceptable ID are: 1) Valid U.S. State Photo Driver's License/ Non Driver's License, 2) U.S. Passport, 3) USCIS Permanent Resident ID Card (issued after 5/10/2010), and 4) USCIS Employment Authorization Card (issued after 10/31/2011).

**Please READ This Form Carefully:**

Follow all of the instructions provided by your agency/employer to complete the fingerprint process. You must have this form (Blocks 1 through 26) completed prior to scheduling your fingerprint appointment via the website or call center. **PLEASE PRINT LEGIBLY.** It is **required** that you **present** this completed Universal Fingerprint Form, IDG\_NJAPP\_051719\_V1, at your scheduled appointment.

**Appointment Scheduling:**

Scheduling is available anytime at [www.bioapplicant.com/nj](http://www.bioapplicant.com/nj). Appointments may also be scheduled through our Call Center. English and Spanish speaking agents are available at **1-877-503-5981**, Monday through Friday, 8:00AM to 5:00PM EST and Saturday, 8:00AM to 12 Noon EST.

**Payment:**

When an applicant is responsible for payment, payment is required at the time of scheduling. The following forms of payment are accepted: Visa, MasterCard, American Express, Discover and prepaid debit cards, or electronic debit (ACH) from a checking account. Accounts will be debited immediately.

**Cancel/ Reschedule:**

Appointments may be canceled or rescheduled via the website or the call center **before the deadline of 5PM EST** the business day prior to the scheduled appointment (Saturday Noon for Monday appointments). An appointment fee of \$12.00 plus tax (\$12.80) will be incurred by applicants who do not cancel/reschedule their appointment prior to the deadline. Idemia Identity & Security will refund the remainder of the fee paid (state/federal search fees) to the original payment method.

**Unable to be Fingerprinted:**

An applicant is considered "Unable to be Fingerprinted" for any of the following reasons: Failure to appear for scheduled appointment, inability to present proper identification, inability to present this completed Universal Fingerprint Form IDG\_NJAPP\_051719\_V1, or the information on this form does not exactly match the information provided during the scheduling process. Applicants unable to be fingerprinted will incur a \$12.00 plus tax (\$12.80) appointment fee. Idemia Identity & Security will refund the remainder of the fee paid (state/federal search fees) to the original payment method.

**PCN and Receipts:**

Upon the completion of fingerprinting you will be assigned a PCN number. The PCN will be recorded on this form and on your receipt. Idemia Identity & Security will not provide *duplicate receipts, PCN Numbers or any appointment/printing information after the time of printing.*

|  |                        |                 |
|--|------------------------|-----------------|
| Applicant ID Number:                           | Payment Authorization: | PCN:            |
| Scheduled Day & Date:                          | Scheduled Time:        | Scheduled Site: |
| Agency Information:<br><b>JEFFERSON TWP PD</b> |                        |                 |

You **MUST** retain a copy of this form and the receipt of printing for your personal records.

**APPLICANTS MUST NOT ALTER, SHARE, OR REUSE THIS FORM**

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