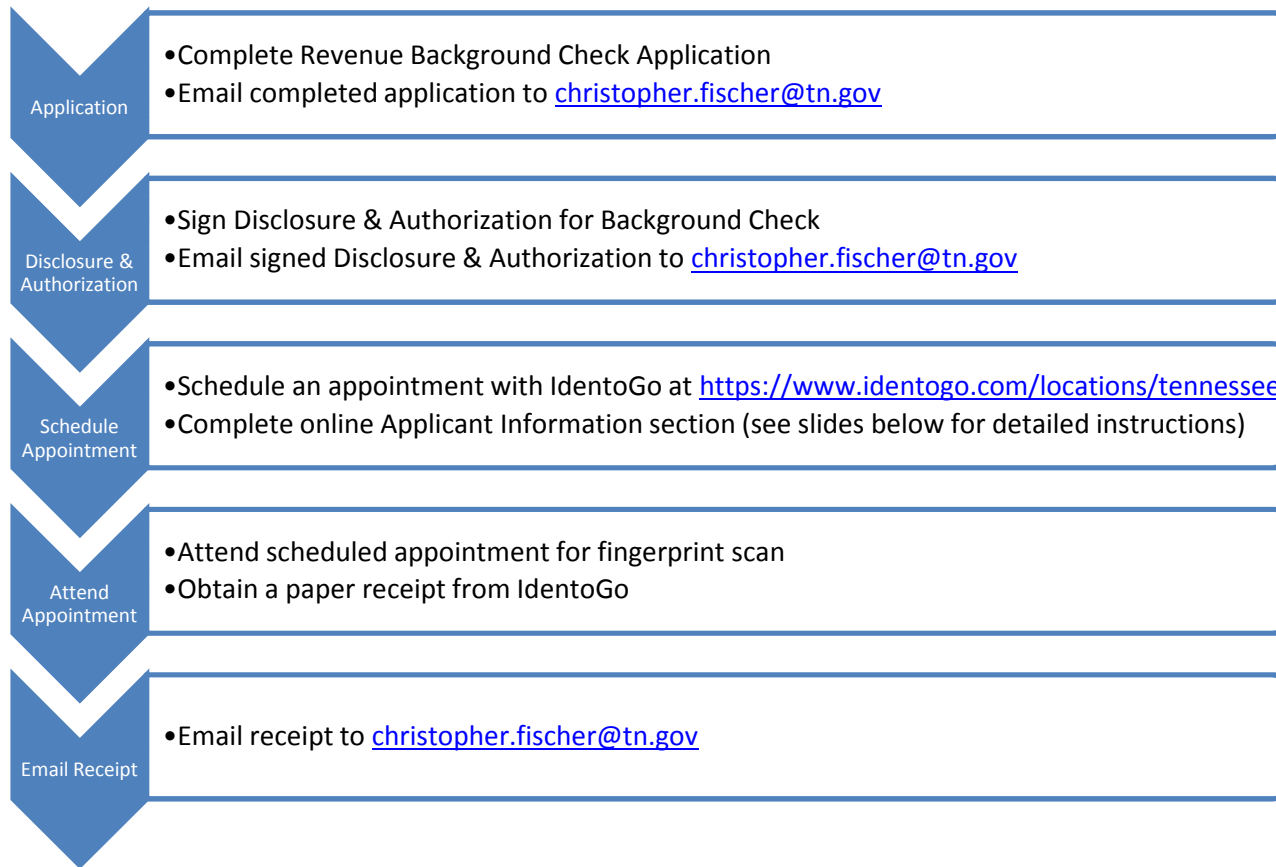


Background Check Instructions

PROCESS OVERVIEW



You should receive a “Cleared” or “Not Cleared” letter within a week of completing the fingerprint process.

Tennessee

Supporting the state of Tennessee, IdentoGO Centers are operated by IDEMIA, the global leader in trusted identities. Today, the company partners with many federal, state and local government agencies as well as businesses covering a variety of industries that count on us for the secure capture and transmission of applicants' fingerprints. We proudly serve millions of customers each year in our nationwide network of locations.

IdentoGO Centers provide convenient, professional environments for live scan (electronic) fingerprinting services, which are delivered by trained Enrollment Agents. IdentoGO is the preeminent live scan fingerprinting provider for the state of Tennessee and is a certified FBI Channeling Agent.

Step One

Go to website

<https://www.identogo.com/locations/tennessee>

Enrollment Services

Select an Option Below to Get Started



Digital Fingerprinting

Fingerprinting for state and federal agency or employment requirements: Schedule a New Appointment, Change an Existing Appointment or Check your Status.



TSA Pre✓®

An expedited security screening program connecting travelers departing from the United States with smarter security and a better air travel experience.



HAZMAT

A threat assessment for any driver seeking to obtain, renew and transfer a hazardous materials endorsement on a state-issued commercial driver's license.

Step Two

Step Two

Select Digital Fingerprinting

Fingerprinting & Enrollment Services

For Licensing, Certification or Employment requirements in Tennessee

<p>For New Appointments</p> <p>To schedule a new appointment, click the green button below. We will ask you for the information needed to schedule and process your background check.</p> <p>Schedule a New Appointment</p>	<p>To Mail In Your Fingerprint Card</p> <p>To register to send your prints through the mail, click the button below. You will be asked to mail your fingerprint cards to IdentoGO after payment is made. Only out of state residents or individuals physically unable to be digitally printed are able to use this option.</p> <p>Register for Fingerprint Card Processing Service</p>	<p>To Look Up or Change an Existing Appointment</p> <p>To look up, reschedule or cancel your appointment, please choose one of the below methods to locate your record.</p> <p>Registration ID (REGID)</p> <p>Email Address</p>	<p>For Fingerprint Rejection Notices</p> <p>To schedule your retake appointment, we need to lookup your registration. Please choose one of the below methods to locate your record.</p> <p>Transaction Control Referral (TCR)</p>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------



Step Three

Schedule a new appointment

Application Details

Please choose your agency or program from the list below.

Agency Name

If you have any questions with the website, please call 855-226-2937.

[REFUND POLICY](#) | [PRIVACY STATEMENT](#)
2017 © IDENTOGO®. ALL RIGHTS RESERVED.

Step Four
Choose Agency Name

Application Details

Please select the type of your application from the list below.

Applicant Type

If you have any questions with the website, please call 855-226-2937.

REFUND POLICY | PRIVACY STATEMENT
2017 © IDENTOGO®. ALL RIGHTS RESERVED.

Step Five

Choose applicant type

Acknowledgement/Release

IMPORTANT-READ CAREFULLY BEFORE SIGNING Fingerprint-Based Criminal History Record Request Authorization and Notification Form

By signing this authorization, I hereby acknowledge that I consent to the collection and retention of my fingerprints as part of the application/employment/licensing process.

I acknowledge and understand that my fingerprints will be searched against the fingerprint databases maintained by the Federal Bureau of Investigation and the Tennessee Bureau of Investigation for the purpose of assessing and reviewing state and national criminal history that may pertain to me directly, pursuant to 28 CFR, Sections 16.30-16.34.

I acknowledge that I have been notified of the procedures to challenge the accuracy or completeness of my record, set forth in Title 28 CFR 16.34. I am aware that a copy of these procedures may be downloaded from FBI.gov.

I do NOT agree to the terms and conditions of this background check. By checking this box, the process will be terminated.

I AGREE and affirm that I have read and fully understand the above and consent to this background check and to the results being released to the Qualified Entity with which I am or am seeking to be employed or to serve as a volunteer. By checking this box, I understand I am electronically signing this document and indicating my agreement with the terms and conditions of the background investigation.

Go >

Step Six

Agree to terms and conditions

Appointment Details

If you are using assistive technology (such as a screen reader) or have problems using the scheduler below, please follow this link to our alternative appointment scheduler.

[← Return to Start](#)

Enter a zip code to determine the closest fingerprinting location. [go](#)

or


Please choose the region you will be in for your identification appointment. [go](#)

[CLICK HERE FOR A TENNESSEE COUNTY MAP](#)

Appointment Details

If you are using assistive technology (such as a screen reader) or have problems using the scheduler below, please follow this link to our alternative appointment scheduler.

[← Return to Start](#)

 Commercial Centers (CC) offer a variety of additional products and services. Please refer to the service icon for availability by location.

Locations sorted by distance from 37242

February 12 - February 18 Next Week >>

[Select Another Region or Zip Code]

	Monday 2/12/2018	Tuesday 2/13/2018	Wednesday 2/14/2018	Thursday 2/15/2018	Friday 2/16/2018	Saturday 2/17/2018	Sunday 2/18/2018
Nashville- 2365 Murfreesboro Pike IdentoGO 2365 Murfreesboro Pike Nashville, TN 37217 Directions	Click to Schedule	Click to Schedule	Click to Schedule	Click to Schedule	Click to Schedule	Click to Schedule	Closed
Brentwood- Creekside Xing IdentoGO 101 Creekside Xing Ste 1700 Brentwood, TN 37027 Directions	Closed	Closed	Closed	Closed	Click to Schedule	Click to Schedule	Closed
Mt Juliet-Lebanon Rd The Mail Box Store 11205 Lebanon Rd Mt Juliet, TN 37122 Directions	Click to Schedule	Click to Schedule	Click to Schedule	Click to Schedule	Click to Schedule	Closed	Closed
Franklin-Bakers Bridge Ave Goin Postal 625 Bakers Bridge Ave, Ste 105 Franklin, TN 37067 Directions	Schedule Full	Click to Schedule	Click to Schedule	Click to Schedule	Click to Schedule	Closed	Closed
Gallatin -Nashville Pike- No Children Please The UPS Store 695 Nashville Pike Gallatin, TN 37066 Directions	Schedule Full	Click to Schedule	Click to Schedule	Click to Schedule	Click to Schedule	Click to Schedule	Closed

Viewing Page 1 of 11 | Next

Step Eight

Select a location and date to schedule appointment

[Select Another Region or Zip Code]

	Monday 2/12/2018	Tuesday 2/13/2018	Wednesday 2/14/2018	Thursday 2/15/2018	Friday 2/16/2018	Saturday 2/17/2018	Sunday 2/18/2018
Nashville- 2365 Murfreesboro Pike IdentoGO 2365 Murfreesboro Pike Nashville, TN 37217 Directions	Click to Schedule	Click to Schedule	Click to Schedule	Click to Schedule	Click to Schedule	Click to Schedule	Closed
Brentwood- Creekside Xing IdentoGO 101 Creekside Xing Ste 1700 Brentwood, TN 37027 Directions	Closed	Closed	Closed	Closed	Click to Schedule	Click to Schedule	Closed
Mt Juliet-Lebanon Rd The Mail Box Store 11205 Lebanon Rd Mt Juliet, TN 37122 Directions 	Click to Schedule	Click to Schedule	Click to Schedule	Click to Schedule	Click to Schedule	Closed	Closed
Franklin-Bakers Bridge Ave Goin Postal 625 Bakers Bridge Ave, Ste 105 Franklin, TN 37067 Directions 	Schedule Full	Click to Schedule	Click to Schedule	Click to Schedule	Click to Schedule	Closed	Closed
Gallatin -Nashville Pike- No Children Please The UPS Store 695 Nashville Pike Gallatin, TN 37086 Directions 	Schedule Full	Click to Schedule	Click to Schedule	Click to Schedule	Click to Schedule	Click to Schedule	Closed

10:00 AM ▲

10:15 AM

10:30 AM

10:45 AM

11:00 AM

11:15 AM

11:30 AM

12:15 PM

12:30 PM

12:45 PM ▼

go

Viewing Page 1 of 11 | Next

Step Nine

Click to schedule the time of appointment

Applicant Information

Instructions

Items marked with an * are required. A red exclamation mark will appear to the right of any field that has an error. Click on the exclamation mark for a description of the error.

Applicant Name

Prefix	First Name *	Middle Name	Last Name *	Suffix
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Applicant Alias or Maiden Name

Prefix	First Name	Middle Name	Last Name	Suffix
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

[Add Alias \(up to 5\)](#)

Applicant Home Address

Number *	Direction	Street Name *	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Unit Designator			
<input type="text"/>			
Country *	City *	State *	Zip Code *
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Methods of Contact

Phone 1 *	Phone 1 Type *	Phone 2	Phone 2 Type *
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Email		Confirm Email	
<input type="text"/>		<input type="text"/>	
Preferred Contact Method *	Preferred Contact Time *	Contact Notes/Instructions	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="checkbox"/> Yes, please email me educational materials, special offers and information about other IberoGC products and services.			

Applicant Demographic Data

Date of Birth (MM/DD/YYYY) *	Gender *	Height *	Weight *	Race *
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Step Ten

Fill out applicant information

MorphaTrust USA Enroll: X
Secure | https://tn.btffingerprint.com/index.php

Tennessee

Information Verification

YOUR REGISTRATION IS NOT YET COMPLETE

Please review all of the following information.
If any of this information is incorrect, please click the change button at the bottom of each section to make any needed changes to that section.

If All Information Appears Correct ----> **GO**

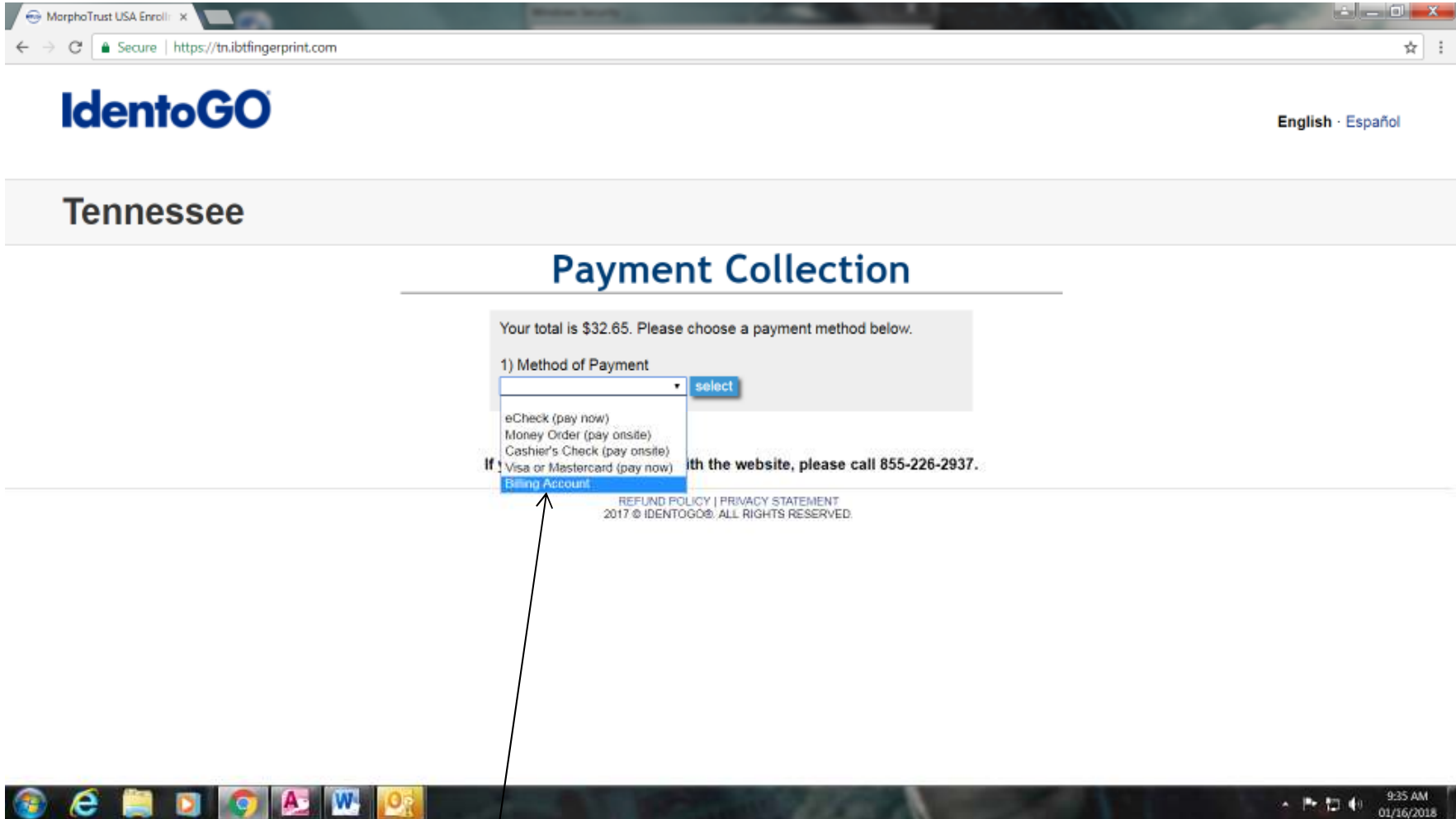
Application Details (1)
Agency Name: Department of Revenue
ORI Number: TN020533Z
Applicant Type: Federal Tax Information

To change any information in this section >>>> **Change Application Details**

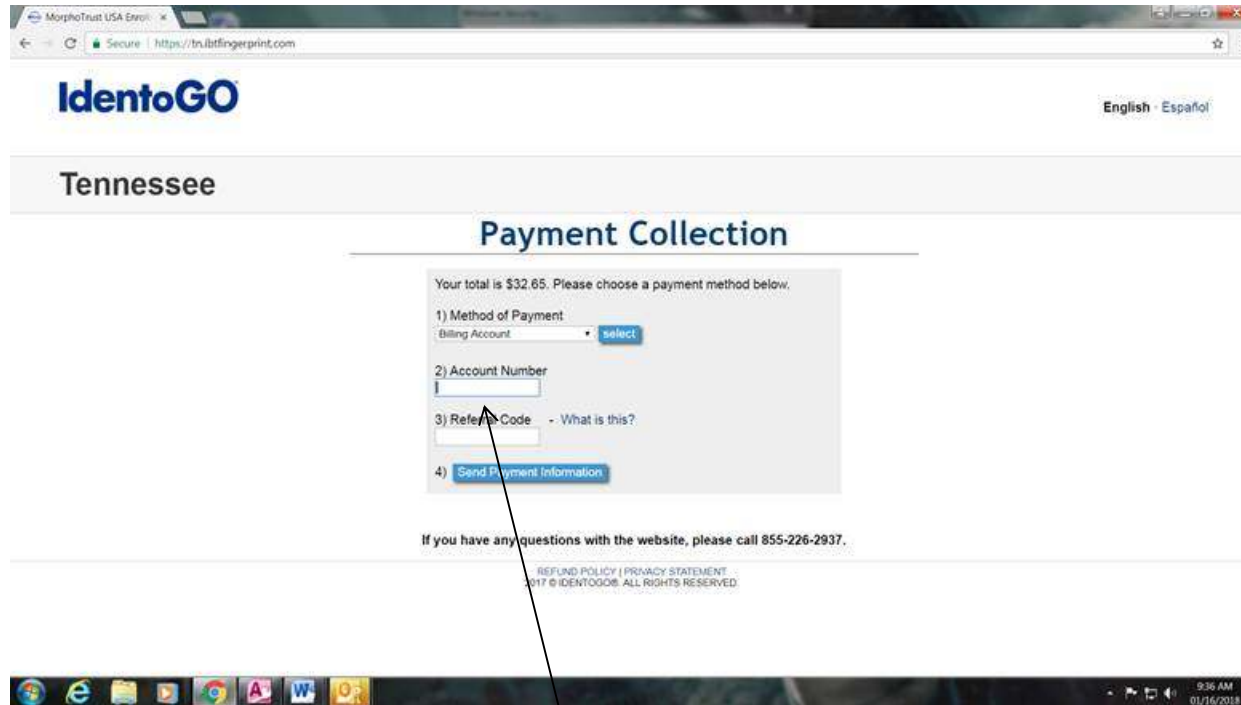
Appointment Details
Location: Nashville- 2365 Murfreesboro Pike
IdemoGD
2365 Murfreesboro Pike
Nashville, TN 37217
United States
Appointment Date: 01/19/2018
Appointment Time: 08:30 AM

Step Eleven

Verify all applicant information is correct

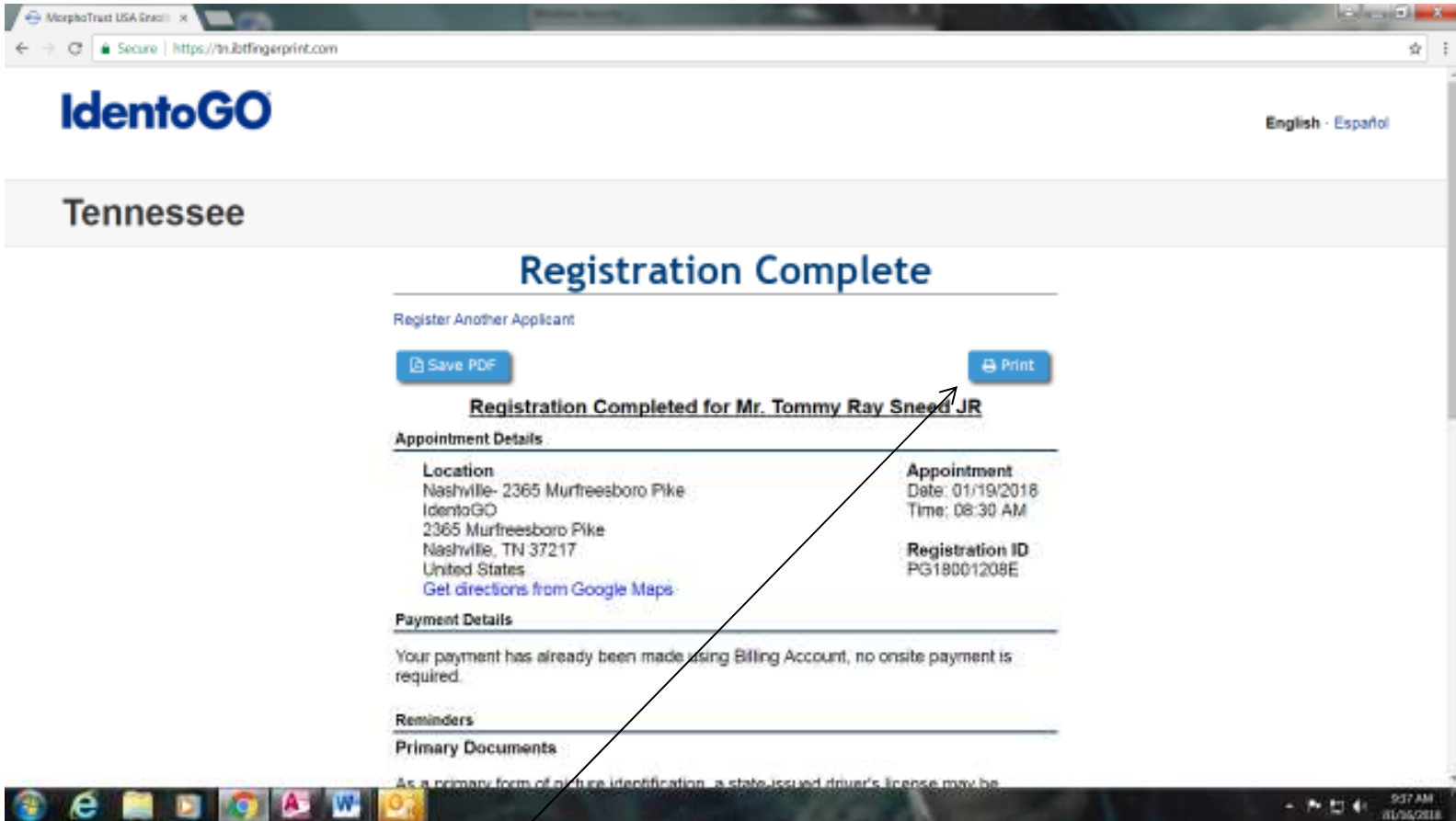


Step Twelve
Select method of payment



Step Thirteen

Enter **ZTNoC0028** as the account
(enter "0" as a numeric zero)



Registration complete
Print out verification for your records

Attend Scheduled Appointment for Fingerprint Scan and Receipt



IdentoGO



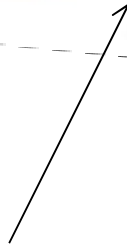
Applicant Name: Sneed Tommy R
Last First Initial

Agency: 709208322

Amount Paid: 32.65 Transaction #: 991830106753

Date: 1/19/18 Operator ID: _____

Operator Signature: (Signature) Date: _____



Email Receipt to christopher.fischer@tn.gov