

CLAY COUNTY SHERIFF'S OFFICE

Paul C. Vescovo, III
Sheriff



Frank Stathopoulos
Undersheriff

Fingerprinting Service FAQ

Clay County Sheriff's Office offers a **digital** fingerprinting service for those needing fingerprints for a variety of reasons, including; professional licensing, background checks, employment and volunteer positions.

The *Livescan* machine is used to capture your prints **digitally**. Then we will print out the cards for you to submit to the agency requesting the prints.

We **do not** offer an *ink* fingerprinting service.

The type of card we use is **FD-258** this is the standard fingerprint card used.

Our cost for the service is: **(EXACT CASH ONLY)**

- \$10.00 – This includes 2 (two) fingerprint cards.
- \$5.00 for each additional card needed.

An **appointment** is required for fingerprints. (No walk-in's accepted)

Please call our office to schedule your appointment **816-407-3740**.

Hours for fingerprint service:

Tuesday, Wednesday, and Thursdays 9am-11:45am and 1pm – 2:45pm.

(We will not offer service on State/County Holidays)

Location: Clay County CCW Lobby
27 South Main Street
Liberty, MO 64068

You will need to bring:

- A valid photo ID (i.e. Drivers license),
- \$10 (exact) cash
- Any instructions/forms given to you from the agency requesting prints.

(If you are needing for us to mail the cards for you, you will need to provide the appropriate postage)