

CRIMINAL HISTORY RECORD REPOSITORIES

ALABAMA

Alabama Bureau of Investigation
Identification Unit
P.O. Box 1511
Montgomery, AL 36102-1511
(334) 353-7800
Fee: \$25 (NPC)
Fingerprints Required
*AL FD-258 Fingerprint Card
*AL ABI-46 Release Form

ALASKA

Department of Public Safety
Records and Identification
5700 East Tudor Road
Anchorage, AK 99507
(907) 269-5767
Fee: \$35 (NPC)
Fingerprints Required
*AK FD-258 Fingerprint Card

ARIZONA - Complete Bar Applicant Kit Form F-9

ARKANSAS

Arkansas State Police
Identification Bureau
#1 State Police Plaza Drive
Little Rock, AR 72209
(501) 618-8500
Fee: \$20 (SASE)
*AR Form ASP-122 (notarized)

CALIFORNIA

State of California Dept. of Justice
Central Services
P.O. Box 903417
Sacramento, CA 94203-4170
(916) 227-3808
Fee: \$32 (NPC)
Fingerprints Required
*CA Instruction Sheet
*CA FD-258 Fingerprint Card

CANADA

Royal Canadian Mounted Police
Civil Fingerprint Screening Svcs
PO Box 8885, Ottawa, Ontario
Canada K1G3M8
(613) 998-6362
Fee: \$18.00 (US funds) pay to
Receiver General for Canada
Fingerprints Required
*CAN Instruction Sheet
*CAN FD-258 Fingerprint Card

COLORADO

Colorado Bureau of Investigation
Crime Information Center
690 Kipling Street, Suite 3000
Denver, CO 80215
(303) 239-4201
Fee: \$16.50 (NPC)
Fingerprints Required
*CO FD-258 Fingerprint Card-
include OCA#CONCJ4600

CONNECTICUT

Department of Public Safety
State Police Bureau of Identification
1111 Country Club Road
P.O. Box 2794
Middletown, CT 06457-9294
(860) 685-8270
Fee: \$25 (SASE) to Commissioner of
Public Safety
Fingerprints Required
*CT Fingerprint Card
*CT DPS-846-C Form

DISTRICT OF COLUMBIA

Metropolitan Police Headquarters
Mail Correspondence
Room 3055
300 Indiana Ave. N.W.
Washington, DC 20001
(202) 727-4404
Fee: \$7 (MO, SASE) to DC
Treasurer
*DC Form P.D. 70

DELAWARE

State Bureau of Identification
Attn: Records
P.O. Box 430
Dover, DE 19903
(302) 739-5880
Fee: \$30 (NPC, SASE) pay to
DE State Police
Fingerprints Required
*DE FD-258 Fingerprint Card

FLORIDA

Florida Department of Law
Enforcement
User Services Bureau
P.O. Box 1489
Tallahassee, FL 32302
(850) 410-8108
Fee: \$23
Fingerprints Required
*FL FD-258 Fingerprint Card

GEORGIA

Georgia Crime Information Center
GCIC/AFIS Applicant Service
ATTN: Jackie James
P.O. Box 370748
Decatur, GA 30037-0748
(404) 244-2890
Fee: \$15 (NPC)
Fingerprints Required
GA Two GA Fingerprint Cards (must
include OAC#GAPP0031)

HAWAII

HI Criminal Justice Data Center
Kekuanao'a Bldg., Rm 101
465 S. King St.
Honolulu, HI 96813
(808) 587-3100
Fee: \$25 (MO, CC)
Fingerprints Required
*HI FD-258 Fingerprint Card

IDAHO

Idaho State Police - BCI
P.O. Box 700
Meridian, ID 83680-0700
(208) 884-7130
Fee: \$10 (NPC, SASE)
Fingerprints Required
*ID FD-258 Fingerprint Card
*ID Form - chprequest.doc

ILLINOIS

Illinois State Police
Fee Processing Unit
Bureau of Identification
260 N. Chicago Street
Joliet, IL 60432-1060
(815) 740-5164
Fee: \$14
Fingerprints Required
*IL ISP6-404B

INDIANA

Indiana State Police
IN Government Center, N Bldg
Building Records Division
ATTN: Anita Rice
100 N. Senate Ave, Room N302
Indianapolis, IN 46204
(317) 234-2631
Fee: \$10 (CC, MO)
Fingerprints Required
*IN FD-258 Fingerprint Card

IOWA

Division of Criminal Investigation
Bureau of Identification
Wallace State Office Building
Des Moines, IA 50319
(515) 281-4776
Fee: \$13
*IA Request Form A
*IA Billing Form

KANSAS

Kansas Bureau of Investigation
Attn: Adult Records
1620 Southwest Tyler
Topeka, KS 66612
(785) 296-8200
Fee: \$30
Fingerprints Required
*KS FD-258 Fingerprint Card

KENTUCKY

Kentucky State Police
Records Section
1250 Louisville Road
Frankfort, KY 40601
(502) 227-8700
Fee: \$10 to KY State Treasurer
*KY Request Form

LOUISIANA - Complete Bar Applicant Kit Form F-9

MAINE

State Bureau of Identification
Maine State Police
36 Hospital Street
Augusta, ME 04330-6514
(207) 624-7009
Fee: \$8 to Treasurer, State of Maine
Fingerprints Required
*ME Instruction Sheet
*ME FD-258 Fingerprint Card

MARYLAND

CJIS
P.O. Box 32708
Pikesville, MD 21282-2708
(410) 764-4501
Fee: \$18 to CJIS
Fingerprints Required
*MDCJIS-011 Application
*MD Fingerprint Card

MASSACHUSETTS

Criminal History Systems Board
Attn: CORI Unit
200 Arlington Street, Suite 2200
Chelsea, MA 02150
(617) 660-4640
Fee: \$30 (SASE) to
Commonwealth of Mass.
*MA PUBAC Form

MICHIGAN

Complete enclosed fingerprint
card (RI-8), see instructions on
page 24. Return to State Bar with
completed bar application.
Fee: \$54 (CC, MO, NPC) to State
of Michigan.
Do not send Form F-8
Fingerprints Required

MINNESOTA

Minnesota Dept of Public Safety
Bureau of Criminal Apprehension
ATTN: CJIS
1430 Maryland Ave., East
St. Paul, MN 55106
(651) 793-2400
Fee: \$15 (NPC, SASE) to MN BCA
*MN FD-258 Fingerprint Card
*MN Request Form

MISSISSIPPI - Complete Bar Applicant Kit Form F-9

MISSOURI

Missouri State Highway Patrol
Criminal Records and
Identification Division
1510 East Elm, P.O. Box 568
Jefferson City, MO 65102
(573) 526-6153
Fee: \$14 to State of MO,
Criminal Record System
Fingerprints Required
*MO FD-258 Fingerprint Card
*MO SHP-158F

CRIMINAL HISTORY RECORD REPOSITORIES

MONTANA

Montana Department of Justice
CJIS Bureau
303 North Roberts, Room 463
P.O. Box 201403
Helena, MT 59620-1403
(406) 444-3625
Fee: \$8

Fingerprints Required

***MT** FD-258 Fingerprint Card

NEBRASKA

Nebraska State Patrol
ATTN: CID Division
P.O. Box 94907
Lincoln, NE 68509-4907
(402) 471-4545
Fee: \$10

Fingerprints Required

***NE** FD-258 Fingerprint Card

NEVADA

State of Nevada
Department of Public Safety
808 West Nye Lane
Carson City, NV 89703
(775) 687-1600
Fee: \$21 (**NPC, MO, CC**) to Nevada
Highway Patrol

Fingerprints Required

***NV** FD-258 Fingerprint Card

***NV** Release Form

NEW HAMPSHIRE

New Hampshire Dept. of Safety
Division of State Police - CRCR
10 Hazen Drive
Concord, NH 03305
(603) 271-2538
Fee: \$10 (**NPC, SASE**) to NHSP-
Criminal Records

***NH** Release Authorization DSSP256

NEW JERSEY

New Jersey State Police
Criminal Information Unit
P.O. Box 7068
West Trenton, NJ 08628-0068
(609) 882-2000 ext 2918
Fee: \$25 (**CC, MO**) to NJSP- SBI

Fingerprints Required

***NJ** FD-258 Fingerprint Card

NEW MEXICO

Department of Public Safety
ATTN: Records
P.O. Box 1628
Santa Fe, NM 87504-1628
(505) 827-9181
Fee: \$7 (**CC, MO, SASE**) to DPS
***NM** Authorization Form (must be
notarized)

NEW YORK - Complete Bar Applicant Kit Form F-9

NORTH CAROLINA - Complete Bar Applicant Kit Form F-9

NORTH DAKOTA

ND Bureau of Criminal Investigation
Criminal Records Section
P.O. Box 105, 4205 State Street
Bismarck, ND 58502-1054
(701) 328-5500
Fee: \$20 (**NPC**) to North Dakota
Attorney General
***ND** Form SFN 50744

OHIO

Ohio BCI & I
P.O. Box 365
London, OH 43140
(740) 845-2375
Fee: \$15 (**NPC**) to Treasurer, State
of Ohio

Do not send Bar Kit Form F-8

Fingerprints Required

***OH** BCI&I Identification Card
(Include OCA#1CW075)

OKLAHOMA

OK State Bureau of Investigation
Criminal History Reporting Unit
6600 North Harvey, Bldg 6,
Suite 140
Oklahoma City, OK 73116
(405) 848-6724

Fee: \$19 (**NPC, SASE**)

Fingerprints Required

***OK** FD-258 Fingerprint Card

***OK** Form CHID01

OREGON

Oregon Dept. of State Police
ID. Services Section - Unit 11
P.O. Box 4395
Portland, OR 97208-4395
(503) 378-3070
Fee: \$12

Fingerprints Required

***OR** Instruction Sheet

***OR** FD-258 Fingerprint Card

PENNSYLVANIA

Pennsylvania State Police
Central Repository-164
1800 Elmerton Avenue
Harrisburg, PA 17110-9758
(717) 783-9973
Fee: \$10 (**NPC**) to Commonwealth
of PA
***PA** Form SP 4-164

PUERTO RICO - Complete Bar Applicant Kit Form F-9

RHODE ISLAND

Department of Attorney General
150 South Main Street
Providence, RI 02903
(401) 274-4400
Fee: \$5 (**NPC, SASE**) to BCI
Notarize Form F-8, include certified
copy of photo id.
Fingerprints Required
***RI** FD-258 Fingerprint Card

SOUTH CAROLINA

South Carolina Law Enforcement
Records Section
P.O. Box 21398
Columbia, SC 29221-1398
(803) 737-9000
Fee: \$25 (**NPC, SASE**) pay to SLED
***SC** Records Check Form

SOUTH DAKOTA

Division of Criminal Investigation
Identification Section
c/o 500 East Capitol
Pierre, SD 57501-5070
(605) 773-3331
Fee: \$15 to Division of Criminal
Investigation

Fingerprints Required

***SD** FD-258 Fingerprint Card

***SD** DCI Authorization Form

TENNESSEE - Complete Bar Applicant Kit Form F-9

TEXAS

Texas Dept of Public Safety
Crime Records Service
Attn: Correspondence Super.
PO Box 15999
Austin, TX 78761-5999
(512) 424-5079
Fee: \$15

Fingerprints Required

***TX** Instruction Sheet

***TX** FD-258 Fingerprint Card

UTAH

Request an application packet from
Utah, (801) 965-4445

VERMONT - Complete Bar Applicant Kit Form F-9

VIRGINIA

Virginia State Police - CJIS
P.O. Box 85076
Richmond, VA 23261-5076
(804) 674-2024
Fee: \$15 (**NPC**)
***VA** SP-167 (notarized)

WASHINGTON

Washington State Patrol
ID/Criminal History Section
P.O. Box 42633
Olympia, WA 98504-2633
(360) 705-5100
Fee: \$25 pay to WA State Patrol
Fingerprints Required
***WA** FD-258 Fingerprint Card (must
include ORI# WAWSP0000 and
Reason Fingerprinted: Public
Information RCW 10.97)

WEST VIRGINIA

WV State Police - CIB
Records Section
725 Jefferson Road
South Charleston, WV 25309-1698
(304) 746-2179
Fee: \$20 (**SASE**) to Superintendent-
WV State Police
Enclose Picture ID
***WV** FD-258 Fingerprint Card
(effective 7/03)
***WV** Form WVSP 39

WISCONSIN

Crime Information Bureau
ATTN: Record Check Unit
P.O. Box 2688
Madison, WI 53701-2688
(608) 266-5764
Fee: \$18 to Wisconsin
Department of Justice

Fingerprints Required

***WI** FD-258 Fingerprint Card

***WI** Form DJ-LE-250

WYOMING

Office of Attorney General
Division of Criminal Identification
316 W. 22nd Street
Cheyenne, WY 82002
(307) 777-7523
Fee: \$15 (**NPC**)

Fingerprints Required

***WY** 8X8 card (complete waiver on
back of card)

When additional forms are required (indicated by the * symbol), they may be obtained by calling the State Bar of Michigan at (517) 346-6343. Please provide the state's name and not the form number.

Please note, if you indicated on the bar application order form that you had lived, worked, attended school or visited in another state, for two or more consecutive weeks during the past 10 years, the forms needed for driving or criminal clearances may already be inserted in this bar kit.