

## FINGERPRINT CLEARANCE CARD INFORMATION

Dear Applicant:

Beginning October 1, 2003, Arizona State Statute A.R.S. § 15-534 (B) requires that a certificate holder who applies for a renewal or for any other certification service must either (1) have a valid fingerprint clearance card or (2) prove that he or she submitted an application for a fingerprint clearance card.

To obtain an Application Packet for an Arizona Fingerprint Clearance Card, please contact the Arizona Department of Public Safety by phone, mail, or visit the office at the physical address indicated below. A fee of \$52.00 is required and is payable by cashiers check or money order only.

**By Mail:**

Applicant Clearance Card Team  
Arizona Department Public Safety  
P.O. Box 18390  
Phoenix, AZ 85005-8390

**Physical Address:**

Arizona Department of Public Safety  
2320 North 20<sup>th</sup> Avenue  
Phoenix, AZ 85005

Arizona Department of Public Safety  
Phone Number:  
(602) 223-2279

Once you have received a valid Fingerprint Clearance Card from the Arizona Department of Public Safety, please submit your **original** Fingerprint Clearance Card, along with your *Application for Certification*, to the Department of Education-Certification Unit. Your Fingerprint Clearance Card will be returned.

**Please Note:** *If visiting the Department of Public Safety to obtain a Fingerprint packet, please use the wall-mounted telephone in the lobby upon entering the building. Dial extension #2279 to reach the Fingerprint Application team.*

**ARIZONA DEPARTMENT OF PUBLIC SAFETY (D.P.S.)**  
**2320 N. 20<sup>TH</sup> AVENUE**  
**PHOENIX, AZ 85005**

**\*PLEASE NOTE THIS IS FOR FP APPLICATION PACKET PICKUP ONLY DEPARTMENT OF PUBLIC SAFETY DOES NOT ROLL FINGERPRINTS. CONTACT YOUR LOCAL POLICE OR SHERIFF'S OFFICE FOR PRINT ROLLING.**

**YOU ARE ENCOURAGED TO CALL DPS TO HAVE AN APPLICATION PACKET MAILED TO YOU. YOU MAY CALL THEM AT 602-223-2279.**

