**Adult Volunteer Livescan Process**

ALL Adult Volunteers must be cleared by the CA Department of Justice through the DOJ's Livescan Fingerprint Program.

**When and How:**

Livescan fingerprinting should be done as soon as possible. (Livescan is an electronic scan of fingerprints and is transmitted by computer directly to the California Department of Justice. It is quick and accurate). Most of the time, we receive Livescan results almost immediately. Occasionally, results can take up to a month to receive.

Livescan is available at several locations. Attached is a Livescan form. One completed form is left with the Livescan operator. The other completed

form is our receipt and should be returned to the UCCE Office at 890 N. Bush St. Ukiah, CA. Livescan agencies will charge. Amounts are listed below under each agency. If you have any questions about fingerprinting procedures, please call the UCCE Office at 463-4495.

**Where:** (Be sure to bring your **Livescan Form** and **Photo** I.D.) The following agencies are available for Livescan:

Ukiah Sheriff's Department- 951 Low Gap Road

M, T, W; 8:30-10:45am & 1-4pm. Be there 1/2 hour early.

Call first, 463-4411 to make sure that deputy will be there that day. Their fee is $30.

Ukiah Police Department- 300 Seminary Avenue

Thursday only; 8:00am-11:15am – Appointment Only

Call 463-6242. Their fee is $30- Cash Only.

Fort Bragg Police Station - 250 Cypress Street

M, W; 1:30-3:30pm & T, Th; 9-11am

Call 961-2800. Their fee is $30.

Print Your Mitts – 683 Leslie Street Ukiah – printyourmitts.com
Monday – Friday 10am - 4pm, Appointment Needed
Call Shirley at 513-9413. Their fee is $30.