

FINGERPRINT INSTRUCTIONS

To schedule a fingerprinting appointment for Live Scan, please follow these simple instructions:

1. Visit www.FieldprintOregon.com. **(Fieldprint Code: FPLicProfCounTherapists)**
There are fingerprint locations in all fifty states. The online appointment program will ask for your location and give you locations near you to have your fingerprint taken.
2. Click on the "Schedule an Appointment" button.
3. Enter an email address under "New Users/Sign Up" and click the "Sign Up" button. Follow the instructions for creating a Password and Security Question and then click "Sign Up and Continue"
4. **Enter the Fieldprint Code: FPLicProfCounTherapists**
5. Enter the contact and demographic information required by the FBI and schedule a fingerprint appointment at the location of your choosing.
6. At the end of the process, print the Confirmation Page. Take the Confirmation Page with you to your fingerprint appointment, along with two forms of identification.
7. If you have any questions or problems, you may contact the customer service team at (877) 614-4364 or customerservice@fieldprint.com