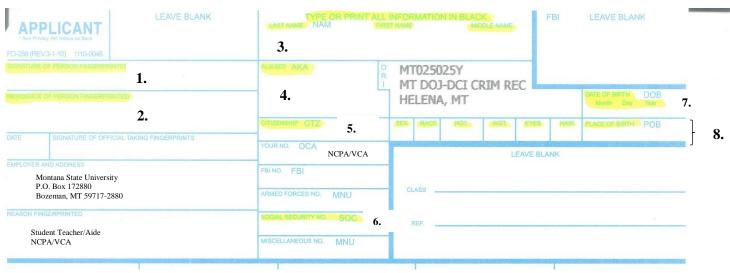# HOW TO COMPLETE FINGERPRINT CARD

Be sure the following highlighted information is completed on the applicant fingerprint card. The Department of Justice specifically requests the items be filled in as listed in numbers 1 – 8 below.

1. Your Signature

2. Current Address: Full Street Number & Name, City, State, & Zip

3. Your Full Name. Ex: Robinson, Marilyn S.
   Print your name clearly to ensure it isn't spelled incorrectly during processing.

4. Aliases: Maiden Name, or any other names used previously. No need to list: Peggy for Margaret, or Liz for Elizabeth, or Jack for John, etc.

5. Citizenship: USA or Foreign Country

6. Social Security Number: 123-45-6789

7. Date of Birth: mm/dd/yyyy

8.

SEX	RACE	HGT	WGT	EYES	HAIR
M = Male	I = American Indian or AK native	Digits only:	Round to pounds:	Black = BLK	Bald = BLD
F = Female	A = Asia or Pacific Island, India	5' 7" = 507	95# = 095	Blue = BLU	Black = BLK
U = Unknown	B = Black	Unknown = 000	186# = 186	Brown = BRO	Blond = BLN
	W = White, Caucasian			Gray = GRY	Brown = BRO
	U = Unknown			Green = GRN	Gray = GRY
	Hispanic = use most similar race code			Hazel = HAZ	Orange = ONG
				Multicolor = MUL	Purple = PLE
				Unknown = XXX	Red/Auburn = RED
					Sandy = SDY
					White = WHI
					Unknown = XXX