



## VOLUNTEERS LEVEL 1 FINGERPRINT CLEARANCE CARD (FCC)

Volunteers are required to have a *background check* each year with their application to volunteer, **or** have a current Fingerprint Clearance Card through the Arizona Department of Public Safety. A Fingerprint Clearance Card is good for 6 years. For those who have a Level 1 Fingerprint Clearance Card, please provide a copy of the front and back. To secure a card, please follow the steps below:

- **Apply at [azdps.gov/services/public/fingerprint](https://azdps.gov/services/public/fingerprint)**
- **Select Fingerprint Clearance Card, Application, Request, and Status Check**
  - Under the heading: What Service May We Provide – Select: Fingerprint Clearance Card
  - Under the Heading: What Action Do You Need to Take – Select: Request a Replacement/Apply for a Card – Select: Continue
- **Submit background check/ fingerprint application with \$65.00 payment**
- **You will receive an email with an IVP#, once you have an IVP# you can go to a place like Pack Ship and Print for your fingerprints.**
- **Set up appointment at Pack Ship and Print (see below for information)**
- **\$30.00 payment for fingerprint at Pack Ship and Print**

The application for the fingerprint card is available at Pack Ship and Print. If you choose to go this route you will need a \$65.00 money order to be included with the application. There are many places to go for this processing, but Pack Ship and Print is familiar with our process.

### **Pack Ship and Print**

4022 E. Greenway Rd. Suite 11  
Phoenix, AZ 85032  
Phone: 602.493.5542  
Cell phone: 480.340.8866  
[www.packshipandprint.com](http://www.packshipandprint.com)

**Monday thru Friday** – 9:00 am – 6:00 pm

**Saturday** – 9:00 am – 2:00 pm

**Sunday** – Closed

Northeast Corner of 40th Street and Greenway Road