

BUREAU OF CRIMINAL INVESTIGATION AND FBI FINGERPRINT RECORD CHECK PROCEDURES

Contact one of the following agencies to set up a time to get fingerprints taken:

- **Sandusky County CASA**
500 W. State St., Suite D, Fremont, OH 43420, 419-355-1442
(BCI: \$35 per set of prints) They will not do FBI.
- **Sandusky County Sheriff's Office**
2323 Countryside Dr., Fremont, OH 43420, Records Office, 419-334-6448, No appt needed but only done Mon, Tues, Thurs 1p-3p or Tues, Wed, Thurs, 8:30a-11:30a, They Take a money order or cash, no personal checks. **(BCI: \$45, FBI: \$45, Both: \$90)**
- **Clyde Police Department**
222 N. Main St., Clyde, OH 43410, 419-547-6367. Hours 7:00 a.m. -3:00 p.m. Call in advance. Pay with a check or cash at the time of printing and an ID. **(Clyde Resident- Both: \$51, BCI: \$27, FBI: \$29; Non Clyde Resident- Both \$91, \$BCI: \$67, FBI: \$69)**
- **Ohio Attorney General BCII**
1616 E. Wooster St., Bowling Green, OH 43402, 419-353-5603. Walk-in Monday and Friday 1:00 p.m. – 3:00 p.m. They will only accept a Money Order or Business Check made out to Treasurer State of Ohio. **(BCI: \$22, FBI: \$24, Both: \$46)**
- **Huron Co. Sheriff's Office**
255 Shady Lane, Norwalk, OH 44857, 419-663-2828. Prints are taken Tuesday, Wednesday, Thursday, 8:00am to 3:30pm. Must be Ohio resident for 5 years. Money Order or Cashiers check made out to Huron Co. Sheriff's Office. **(BCI: \$25; FBI: \$30; Both \$55)**
- **Ottawa Co. Sheriff's Office**
Contact Deputy Rhonda St. Clair, 419-734-6823. Prints are taken by appointment only, Monday – Friday, 8:00am – 4:30 pm. Payments much be Cash or Money Order to Ottawa Co. Sheriff's Office.
(BCI: \$30; FBI: \$40; Both: \$70)
- **Fremont BMV, (BCII and FBI for \$61.)**
- **EHOVE in Milan, OH. (BCII and FBI \$55 for both)**

REASON FINGER PRINTED: 2151.86 (foster / adoption / kinship caregiver)

Complete list of all Ohio Web Check Locations:

<https://www.ohioattorneygeneral.gov/Business/Services-for-Business/WebCheck/Webcheck-Community-Listing>