Fingerprint Cards

Example

Doe

Jane

Jane Doe

Brown, Jane

Smith, Jane

Margaret

MT

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1234 5

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Helena, MT 59601

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Audra Ferris

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MT

DPHHS PAARP BOARD

NCPA/VCA

 Position applying for

123-45-6789

US

MT

VX00133

Each fingerprint card should be examined to ascertain all information that is required on the fingerprint card has been provided and is legible. Incomplete cards will not be processed and will be mailed back. All fingers need to be in the correct position and rolled. To avoid delays, ask the requestor of the background check or call Montana Criminal Records at (406) 444-3625 for assistance.