

IMPORTANT

DO NOT WRITE ON OR SMUDGE FINGERPRINT CARDS!

IF YOU CHOOSE TO BE FINGERPRINTED BY THE SANTA ROSA COUNTY SHERIFF'S DEPARTMENT, YOU **MUST** DO SO AT THE **MAIN OFFICE OF THE SANTA ROSA COUNTY SHERIFF'S DEPARTMENT IN EAST MILTON**

ONLY THE MAIN OFFICE CAN SUBMIT THE FINGERPRINTS ELECTRONICALLY!

YOU WILL NEED PHOTO IDENTIFICATION IN ORDER TO BE FINGERPRINTED

Once you have been fingerprinted and the fingerprints have been submitted electronically, you will need to go to the following website to pay for your criminal background check.

Only credit card payments will be accepted:

<https://caps.fldle.state.fl.us>

You will need your ***transaction control number*** in order to pay for the background check online.