

FINGERPRINTING

Fingerprinting services are generally available Monday – Friday from 8:00am-3:00pm as a walk-in service only.

NO APPOINTMENTS can be given as there is no staff dedicated solely to fingerprinting.

All persons being printed must bring valid government issued identification.

If you were provided a fingerprint card please bring it with you, as well as any paperwork requiring an Officer's signature. If you were not provided with a fingerprint card, we can provide an FBI FD-258 card. The Allentown Police Department uses a LiveScan machine to electronically record your fingerprints, but will not electronically transmit your prints. The card will be returned to you to forward to the requesting agency or employer.

We do not do Ink fingerprinting.

COST:

\$20.00 for City of Allentown residents

\$25.00 for Non-City residents

All payments must be in Cash or Money Order. Cash payments must be exact change.

Money Orders must be made payable to "City of Allentown".

Background Checks

Background Check services are generally available Monday-Friday from 8:00am-3:00pm as a walk-in service only.

NO APPOINTMENTS can be given, as there is no staff dedicated solely to background checks.

Results of Background Checks are limited to prior arrests by the **Allentown Police Department ONLY**.

Individual background checks are not accepted via fax, mail, or email. The subject of the background check must appear in person with valid government issued identification.

COST:

The cost for all background checks is \$20.00.

All payments must be in Cash or Money Order. Cash payments must be exact change.

Money Orders must be made payable to "City of Allentown".

A more encompassing background check may be obtained through the PA State Police.

<http://www.psp.pa.gov/Pages/Request-a-Criminal-History-Record.aspx>

The location for both services is:

Allentown Police Department Headquarters

425 Hamilton Street, Allentown, PA 18101

Questions?

Please call 610-437-7717