

Instructions for Obtaining Fingerprints

SCHEDULING:

Schedule an appointment for fingerprinting by going to the www.L1enrollment.com website (24/7/365) or calling the L-1 toll free call center at (877) 472-6915, 9am–9pm Monday through Saturday.

If you schedule the appointment through the L-1 website, print out the confirmation page and bring it to the appointment.

A list of available locations can be found at www.L1enrollment.com. Select “NY” and then click on “Locations” to view the listing.

FEE:

The fingerprinting fee charged is currently \$11.50.

Payment options include: personal or business check, government check, certified check, bank check, money order or credit card. Payment is made to “L-1 Enrollment Services”.

IDENTIFICATION:

Bring two (2) forms of identification, at least one of which must have a photograph.

RECEIPT:

Provide one of the two receipts to the court. Receipts will indicate the applicant's name, fingerprinting site location, date and time, fee paid and reason for fingerprinting.

Inquiry Fingerprint Requirements
(Bring completed form to your appointment)

Name (Last, First, Middle): _____

Alias and/or Maiden Name: _____

Sex: M F

Race: _____

Height: _____

Date of Birth: _____

Age: _____

Social Security No.: _____

Fingerprint reason (circle one): Adoption Guardianship

Family Court File Number: _____

Westchester County Family's Court Information

ORI #: NY059023J

Agency ID number: 365902H