

# FOR OFFICIAL USE ONLY

## NEW YORK

### REQUIRED FORMS

- SF87 or FD258 Fingerprint Card
- New York IdentoGO Cardscan Authorization Form

### INSTRUCTIONS FOR SUBMISSION

- **Please Note** – The State of New York requires that the fingerprint card cannot be over 1 year old upon the state's receipt for processing.

### REQUIRED FIELDS

- Please refer to the [FD258 Fingerprint Card Guidance](#) or the [SF87 Fingerprint Card Guidance](#) sections near the end of this guide for details on successfully filling out this item.

### ADDITIONAL PROCESSING REQUIREMENTS

- The New York IdentoGO Cardscan Authorization Form or the previous barcoded IdentoGO Enrollment Confirmation Form **REQUIRES** the subject's **original ink signature**, date, printed name, date of birth, phone number, and email (or second phone number).
  - **Original ink signature is required.** Copied signatures, digital/electronic signatures, typed signatures or other variations cannot be accepted for New York State submissions.
  - Submission of the New York IdentoGO Cardscan Authorization Form to DCSA with the original fingerprint card and original case papers replaces the previously used barcoded IdentoGO Enrollment Confirmation Form, which DCSA will discontinue sending back to submitting agencies for signature.

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# NEW YORK IDENTOGO CARDSKAN AUTHORIZATION FORM

## SIGN AUTHORIZATION:

I hereby affirm that the information contained in the pre-enrollment and completed fingerprint card are true and do not contain any false statements or omissions of any material information or facts.

X

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## PROVIDE APPLICANT CONTACT INFORMATION:

\_\_\_\_\_  
Print Applicant Name (Last, First, Middle)

\_\_\_\_\_  
Applicant Date of Birth (MM/DD/YYYY)

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Email or Phone 2