



REQUEST FOR LIVE SCAN SERVICE

Applicant Submission

ORI: AA846

ORI (Code assigned by DOJ)

VOLUNTEER

Authorized Applicant Type

Parish/School Diocesan Site

Type of License/Certification/Permit OR Working Title (Maximum 30 characters - if assigned by DOJ, use exact title assigned)

Contributing Agency Information:

DIOCESE OF OAKLAND

Agency Authorized to Receive Criminal Record Information

29251

Mail Code (five-digit code assigned by DOJ)

2121 Harrison Street

Street Address or P.O. Box

Diana Bitz

Contact Name (mandatory for all school submissions)

Oakland

CA 94612

City

State ZIP Code

510-267-8315

Contact Telephone Number

Applicant Information:

Last Name

First Name

Middle Initial

Suffix

Other Name

(AKA or Alias) Last

First

Suffix

Date of Birth

Sex Male Female

Driver's License Number

Height

Weight

Eye Color

Hair Color

Billing

Number **140662**

(Agency Billing Number)

Misc.

Number

(Other Identification Number)

Place of Birth (State or Country)

Telephone Number

City

State

ZIP Code

Home

Address Street Address or P.O. Box

Level of Service

DOJ ONLY

If re-submission, list original ATI number:

(Must provide proof of rejection)

Original ATI Number

DIOCESAN SITE INFORMATION: (VENDOR PLEASE TYPE THIS NAME IN THE OCA POSITION)

Parish/School Site:

City

Live Scan Transaction Completed By:

Name of Operator

Date

Transmitting Agency

LSID

ATI Number

Amount Collected/Billed

Fingerprint Requirement

All Holy Spirit Fremont employees and ministry members who are 18 years old and older must be fingerprinted.

First, select an approved fingerprint vendor closest to your local area from the list below. Call to schedule an appointment.

Second, bring the “Request for Live Scan” form to your appointment.

Third, The Diocese of Oakland has hired vendors at Live Scan Fingerprinting at the cost of **\$34.00 per volunteer**. If a volunteer goes to a fingerprint vendor **NOT** on our vendor list, the volunteer will be charged a **rolling fee** in addition to the **\$34.00 Diocesan fee**. Therefore, we encourage volunteers to use approved Diocesan vendors to avoid additional costs.

Please consider a monetary donation of \$34 to Holy Spirit Church to cover the cost of the fingerprint fee and drop it off at the Rectory Office. The fingerprint vendor will not request nor accept donations. The fingerprint vendor bills the Diocese who bills Holy Spirit.

Fourth, please notify peter@holyspiritfremont.org or call at 510-456-4968.

Approved Fingerprint Vendor List

Live Scan Identity – John Miller by appointment only 510-795-8885 39159 Paseo Padre Parkway Ste. 219, Fremont http://www.livescanidentity.com	AAA Live Scan Beverly Castillo 925-493-7926 appointment only 1576 2 nd Street Suite E, Livermore http://www.Aaalivescanlivermore.com
Diablo Live Scan Betty Rhodes 925-754-3100 3721 Sunset Ln. Suite 103 Antioch	Village Post and Parcel 510-278-8744 No appointment necessary - call for hours 15934 Hesperian Blvd, San Lorenzo

If these are not convenient, please check the Attorney General’s website for rolling fees and locations, Alameda County:

<https://oag.ca.gov/fingerprints/locations?county=Alameda> Contra Costa County:

<https://oag.ca.gov/fingerprints/locations?county=Contra+Cost>

You cannot serve in any ministry until you are fingerprinted.

Note, if you desire to work in Audio Visual you will have to request an “Employee Live Scan” form from peter@holyspiritfremont.org

If you have been fingerprinted for your job: The Department of Justice does not permit agencies to share fingerprint data. In other words, if you have been fingerprinted for your job; then you will need to be reprinted for the Diocese of Oakland. The Diocese is not permitted to contact your employer or any agency and request your fingerprint data.