



Procedure for Fingerprinting

If you have questions prior to getting your fingerprints done feel free to call the Licensing Clerk at 303-754-3371 for further information.

You can go into any Sheriff's office and have your fingerprints taken. Ask for the blue and white fingerprint cards. We will not accept any other card. Before going into a station for fingerprinting call and check hours and fees.

The closest Sheriff's office to the City of Centennial building is the Arapahoe County Sheriff's Office:

Arapahoe County Sheriff's Department

13101 E. Brocos Parkway, Centennial

Hours: Monday-Thursday from
12:30-4:30pm

Price: \$25 per fingerprint set

To complete your background check you will need to include a business check made out to CBI or the Colorado Bureau of Investigations. The check needs to be made out for \$38.50 per fingerprint set. Anyone owning more than 20% of the business or registered managers must be fingerprinted. You can use one check for many fingerprint sets being sent in but if for some reason one set was rejected, they all would be rejected. We recommend using separate checks for each set sent in.

If you have questions on CBI and their background check process you can contact them directly at 303-239-4300 from 7:30am-5pm.