

*If you have cards - you can fill them out before your fingerprinting appointment with us.

Questions? Call 1-865-386-7398
or send us an Email at: info@SmokyMtnNotary.com



APPLICANT <small>* See Privacy Act Notice on Back</small>		LEAVE BLANK		TYPE OR PRINT ALL INFORMATION IN BLACK				FBI		LEAVE BLANK	
FD-258 (REV.12-10-07)				LAST NAME		FIRST NAME					
SIGNATURE OF PERSON FINGERPRINTED		2. - Don't sign till your fingerprint visit		ALIASES AKA		OR					
RESIDENCE OF PERSON FINGERPRINTED		3.		If you have any aliases list them here						DATE OF BIRTH	
				CITIZENSHIP CTZ		SEX		RACE		DOB	
DATE		4. The person doing your prints signs		YOUR NO. OCA		8.		9.		6.	
EMPLOYER AND ADDRESS				FBI NO. FBI		10.		11.		12.	
				ARMED FORCES NO. MNU		13.		14.		15.	
REASON FINGERPRINTED		5. The reason you are being fingerprinted		SOCIAL SECURITY NO. SOC		16.		17.		18.	
				MISCELLANEOUS NO. MNU		19.		20.		21.	

Instructions for completing the personal information on the fingerprint forms:

All fields highlighted in yellow above must be filled out on the fingerprint form completely.

Be sure to fill out both forms. Please print legibly and use **BLACK INK**.

1. Please print clearly in the **First, Middle and Last Name** fields.
2. **Signature of Person Being Fingerprinted** – You must sign this section when your fingerprints are applied to the card/form. This signature should be your full legal name, and it must be signed in the presence of the agent taking your fingerprints, so **DO NOT sign the card before your fingerprinting visit**.
3. **Residence of Person Fingerprinted** – Enter the residence of the person being fingerprinted.
4. **Signature of Official and Date** – Card must be signed and dated by the agent taking your prints.
5. **Reason Fingerprinted** – Please fill in the reason for fingerprinting in this field.
6. **Date of Birth** – Date of Birth should be entered MM/DD/YYYY.
7. **Citizenship** – Please enter the country of your citizenship.
8. **Sex** – Use M for Male and F for Female.
9. **Race** – Use the following for race.

W – White	I – American Indian or Alaskan Native
H – Hispanic	A – Asian
B – Black	

10. **HGT** (Height) – Enter height in feet and inches-- for example 5'5".

11. **WGT** (Weight) – Enter weight in pounds – for example 140.

12. **Eyes** – Use the following abbreviations for Eye Color:

BLK – Black	GRN – Green
BLU – Blue	GRY – Gray
BRO – Brown	HZL – Hazel

13. **Hair** – Use the following abbreviations for Hair Color:

BLK – Black	GRY – Grey/partially grey
RED – Red	BLN – Blonde
WHI – White	BLD – Bald
BRO – Brown	

14. **Place of Birth (POB)** – Enter the US state or the country of birth if place of birth is out of the US.

15. **Social Security Number (SOC)** – Enter the social security number of the person being fingerprinted.