



STATE OF WASHINGTON

GAMBLING COMMISSION

"Protect the Public by Ensuring that Gambling is Legal and Honest"

* * * SPECIAL NOTICE * * *

As part of the certification process, you must submit a fingerprint card. A blank card is enclosed for this purpose. Please follow the instructions below to prevent delays in processing your application.

DO NOT HIGHLIGHT THE FINGERPRINT CARD. Highlighting will cause the card to be rejected.

- 1) Go to your local law enforcement agency to be fingerprinted. A general letter (GC5-222) for the law enforcement agency is attached. This letter informs the law enforcement agency why you need to be fingerprinted and has a sample fingerprint card of what needs completed. **Please note:** you will be required to present positive identification at the time of fingerprinting, and you must pay whatever fee they require;
- 2) Have a fingerprint card completed. If additional fingerprints are needed at a later date you will be notified;
- 3) Submit the card, with your application, to your local tribal authority or to the party they may direct.

Once received, the fingerprint card is processed through the Identification Section of the Washington State Patrol, the Federal Bureau of Investigation in Washington, DC and other jurisdictions as deemed necessary to determine the propriety of each applicant. **You should know** that if the fingerprint card is not provided as requested, your application for certification may be denied, pursuant to the provisions of Chapter 9.46 of the Revised Code of Washington.

Applicant Notification and Record Challenge: Your fingerprints will be used to check the criminal history records of the FBI. You have the opportunity to complete or challenge the accuracy of the information contained in the FBI identification record. The procedure for obtaining a change, correction, or updating a FBI identification record are set forth in [Title 28, CFR, 16.34](#).

If you have any questions, contact your local tribal authority or call us in Olympia at our toll-free number 1-800-345-2529 or (360) 486-3440, Ext. 2331.

Enclosures