

# INSTRUCTIONS FOR COMPLETING REQUEST FOR LIVE SCAN SERVICE FORM

Complete only the areas listed below. If you are using the printed form from the Santa Clara County EMS Agency website some information may already be completed.

## **Applicant Submission Section (set):**

**ORI (set):** A1268

**Authorized Applicant Type (set):** Certification

**Type of License/Certification (set):** Emergency Medical Technician *(may be edited to "CCT/RN" or "Santa Clara County EMS Credential")*

## **Contributing Agency Information Section (set):**

**Santa Clara County EMS Agency**

**700 Empey Way**

**San Jose, CA 95128**

**Mail Code (set):** 04165

**Contact Name and Telephone Number (set):** Jackie Lowther (408) 794-0600

## **Applicant Information Section:**

**Name of Applicant:** Last Name, First Name and Middle Initial

**Other Name (AKA or Alias):** Last and First

**Date of Birth:** Indicate month-day-year of birth

**Sex:** Check either Male or Female

**Driver's License Number:** Indicate your California Driver's License Number

**Height:** Indicate your height in feet and inches

**Weight:** Indicate your weight in pounds

**Eye Color:** Indicate eye color

**Hair Color:** Indicate hair color

**Billing Number:** None required

**Place of Birth:** Indicate the state or country of birth

**Social Security Number:** Indicate your Social Security Number

**Home Address:** Indicate Home Address (Street, City, State, Zip Code)

**Level of Service (set):** Check the FBI and DOJ boxes.

## **Employer (Additional response for agencies specified by statute):**

**Employer Name:** Emergency Medical Services Authority

**Mail Code:** 02531

**10901 Gold Center Drive, Suite 400**

**Rancho Cordova, CA 95670-6073**

**(916) 322-4336**

**\*Do not fill in any other areas on the Request for Live Scan Applicant Submission Form. Verify that the Live Scan Operator has entered the correct information. Verify that the Live Scan Operator has entered the ATI No. in the bottom portion of the Request for Live Scan Service Form.**

**See Link for Live Scan Service Locations:** <https://oag.ca.gov/fingerprints/locations#santaclara>

**Prepare to bring cash. Fee will be between approximately \$69 and \$89**