

## **Name Change Information for Submitting Fingerprints to the FDLE**

Effective October 1, 2009, Senate Bill 258 changes Section 68.07, Florida Statutes, pertaining to name change cases to require that, before a court conducts a hearing on a name change petition, the petitioner must have fingerprints submitted for a state and national criminal history records check, except if a former name is being restored.

Fingerprints for the petitioner shall be taken in a manner approved by the Department of Law Enforcement and shall be submitted electronically to the department for state processing for a criminal history records check. The department shall submit the fingerprints to the Federal Bureau of Investigation for national processing. The department shall submit the results of the state and national records check to the clerk of the court. The court shall consider the results in reviewing the information contained in the petition and evaluating whether to grant the petition.

- 1.) Contact one of the approved Live Scan Vendors in the attached document to inquire on how to have your fingerprints submitted electronically to FDLE. The fee for submission to the FDLE is \$43.25 (FDLE fee is \$24.00 and the FBI fee is \$19.25). This fee will be collected by the Live Scan Vendor and submitted to the Florida Department of Law Enforcement. This fee is not collected or retained by the Clerk of Circuit Court for Hillsborough County. Each individual Live Scan Vendor also requires a fee for their service. You will need to contact one of the listed vendors to discuss their fees. Please provide the Live Scan Vendor with the Hillsborough County ORI number **FL923790Z**.
  
- 2.) Once the FDLE processes your background check and submits the results to the Clerk of the Circuit Court, a hearing will be scheduled. A hearing cannot be scheduled until the Clerk has received the background results from FDLE.

The fees associated with filing a Petition for Name Change are as follows:

Filing Fee:	\$400.00
Preparing, Signing and Sealing Name Change Report of Final Judgment to Florida Department of Law Enforcement:	\$7.00
Preparing, Signing and Sealing Report of Legal Name Change to Office of Vital Statistics:	\$7.00
<b>Total:</b>	<b>\$414.00</b>

## Tampa Police Department Electronic Fingerprinting Service

The cost of the fingerprint scanning service is approximately \$43.25.

The Tampa Police Department also charges a \$10.00 service fee (cash or check paid at The Tampa Police Department).

**Tampa Police Department  
411 N. Franklin St.  
Tampa FL 33602  
Monday, Wednesday, Friday 8am-3pm  
813-276-3376**

- The Tampa Police Department cannot accept payment, you will need to submit payment using a secure web-based payment system called the Civil Work Control System (CWCS) developed by the Florida Department of Law Enforcement (FDLE). You can get to this site by using this link: <http://www3.fdle.state.fl.us/caps> You will need your credit card and the fingerprint card given to you by the fingerprint technician at the police department. This fingerprint card will include a **Transaction Control Number** (a number that will begin with the 70LX followed by 16 digits, located on the top left corner of the fingerprint card) and your name. Follow the instructions on the CAPS website very carefully. **TYPE THE TRANSACTION CONTROL NUMBER AND YOUR NAME EXACTLY AS THEY APPEAR ON THE FINGERPRINT CARD.** At the conclusion of your online transaction, **print a copy of the CWCS receipt screen.**

**NOTE: You must submit your payment via CWCS WITHIN 30 DAYS of having your fingerprints scanned or your electronic response will be deleted from the CWCS database. If you do not submit payment within 30 days, you will need to go back to the police department to have your prints scanned again. You will then have another 30 days in which to remit payment.**

## → NOTICE ←

Please note that the information provided within this document includes a list of **Livescan Device Vendors** and **Service Providers** who have voluntarily chosen to have their device (equipment) and electronic fingerprint data submissions evaluated by the Florida Department of Law Enforcement (FDLE) to verify compliance with both FDLE and Federal Bureau of Investigation regulations and standards.

Inclusion in this list is NOT an endorsement or recommendation of one product or business over another and DOES NOT imply any rating, ranking, or 'certification' of the products or businesses themselves. This list is offered for information purposes only, to indicate that technical specifications for electronic submission of fingerprints to FDLE have been satisfied. The listing of these particular products or businesses should not be interpreted to mean that they have been approved by FDLE to the exclusion of any other products or businesses.

--- See Below ---



## CIVIL WORKFLOW CONTROL SYSTEM



- Automated Processing Of Criminal History Requests
- Using Fingerprint Based Livescan Technology
- Average Response Time - 48 Hours

### LIST OF APPLICANT LIVESCAN VENDORS AND SERVICE PROVIDERS WHO HAVE ESTABLISHED SUBMISSION APPROVAL FROM FDLE

Applicant type fingerprint cards may be submitted electronically to the Florida Department of Law Enforcement, *for the purpose of conducting a criminal history check*, IF the licensing or employing agency has agreed and made prior arrangements to receive electronic results from FDLE.

- If the licensing or employing agency has established a system to receive the electronic results, the applicant will be given instructions (*from the agency*) as to where to go and how to have the fingerprints taken and submitted from a livescan device.
- If an applicant wishes to submit fingerprints electronically but the agency did not give instructions, please contact that agency and request that the agency contact FDLE and make arrangements to receive electronic results. Individual applicants cannot be accommodated without the agency involvement.

**Licensing or employing agencies MAY PURCHASE LIVESCAN DEVICES or MAY CONTACT SERVICE PROVIDERS to enable their applicants to electronically submit criminal history requests on their behalf.**

- Listed below are those providers and vendors who have been qualified to submit electronically to FDLE.
- Livescan vendors and service providers not listed here may request approval of their product or service by contacting FDLE at (850) 410-8161.

**Information about verifying the identity of an individual and rolling quality fingerprints is available.**

- The national Compact Council provides instruction on verifying a person's identity which is crucial to the value of conducting a criminal history check at: [http://www.fbi.gov/hq/cjisd/web%20page/pdf/identity\\_verif\\_guide.pdf](http://www.fbi.gov/hq/cjisd/web%20page/pdf/identity_verif_guide.pdf)
- The FBI's website has information on taking legible fingerprints which may be useful in training persons who will be rolling prints for submission on inked fingerprint cards or through livescan systems at : <http://www.fbi.gov/hq/cjisd/takingfps.html>

## Service Providers

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### Accurate Background Check, Inc.

Contact Name	Phone Number(s)	E-mail Address
Lola Gonzalez	(877) 611-2277	mmuso@accuratebackgroundcheck.com

### Alpha Omega Investigative Agency

Contact Name	Phone Number(s)	E-mail Address
Dwight Walton	(561) 742-3335	alpha657@aol.com

### Box A Million 1

Contact Name	Phone Number(s)	E-mail Address
Bruce Bernstein	(954) 782-9836	parcels01@aol.com

### BioWhorl Fingerprinting Service

Contact Name	Phone Number(s)	E-mail Address
Barbara & James Armstrong	(813) 244-4236 (813) 250-9339	tenprints@verizon.net

### C & B Background Fingerprinting Services

Contact Name	Phone Number(s)	E-mail Address
John Creasman	(863) 763-2300	jrcreasman@aol.com

### Cogent Systems, Inc.

Contact Name	Phone Number(s)	E-mail Address
Isam Saleh	(614) 718-9691	isaleh@cogentsystems.com

### Contemporary Services Co.

Contact Name	Phone Number(s)	E-mail Address
Jay Brock	(954) 435-3600 (954) 444-2582	jbrock@contemporaryservices.com

### Ethos Investigative Services

Contact Name	Phone Number(s)	E-mail Address
Ed Cotilla	(727) 822-9800	info@ethosinvestigations.com

### Fingerprint Technologies

Contact Name	Phone Number(s)	E-mail Address
Enrique Rios	(305) 218-4392 (305) 443-9148	idenrios@aol.com

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## Service Providers, Continued

### Florida's Rapid Fingerprinting Service

Contact Name	Phone Number(s)	E-mail Address
Alicia Tricquet	(850) 597-2667	treekay33@aol.com
Lindy Gasdorf	(407) 275-7233	bean5872@bellsouth.net

### Ideal Identification, Inc.

Contact Name	Phone Number(s)	E-mail Address
Bob Smedley	(813) 350-7943	bsmedley@idealid.net

### Integrated Biometric Technology

Contact Name	Phone Number(s)	E-mail Address
Barbara Creighton	(407) 354-5443	bcreighton@l1id.com

### Mobile Livescan Solutions LLC.

Contact Name	Phone Number(s)	E-mail Address
Giovanni & Evelyn Proano	(305) 763-1403 (305) 793-7904	gproano@aol.com

### On Site Notary & Fingerprinting Service

Contact Name	Phone Number(s)	E-mail Address
John Consoli	(727) 967-0551	johntaz@mindspring.com

### Options Health Management, Inc.

Contact Name	Phone Number(s)	E-mail Address
Glenn Lord	(850) 215-7688	backgroundscreening@cboptions.com

### Pearson VUE

Contact Name	Phone Number(s)	E-mail Address
Jo Anne Wingate	(800) 475-8288 x3001	joanne.wingate@pearson.com

### PrideRock Holdings

Contact Name	Phone Number(s)	E-mail Address
Mark Peterson	(404) 364-1868	mpeter1896@fadv.com

### Security Imaging Systems

Contact Name	Phone Number(s)	E-mail Address
Tony Bruno	(716) 510-5292	tony@eveps.com

## **Service Providers, Continued**

### South Florida Fingerprinting

Contact Name	Phone Number(s)	E-mail Address
Daylen Laya	(305) 710-4972	southfloridafing@bellsouth.net

### Statutory Fingerprinting & Notary, Inc.

Contact Name	Phone Number(s)	E-mail Address
Marcia Bent	(866) 651-8899 (954) 588-8772 (561) 640-4204 (305) 553-1977	statfpnty@aol.com

### USE Electronic Fingerprinting, Inc.

Contact Name	Phone Number(s)	E-mail Address
Denice Butler	(407) 208-0944 ext 11 (407) 704-2293	dbutler@use-inc.com

## Livescan Vendors

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### Biometric Information Management

Contact Name	Phone Number(s)	E-mail Address
Mike Dailey	(614) 535-7810	sales@bioinfomgt.com

### Cogent Systems, Inc.

Contact Name	Phone Number(s)	E-mail Address
Isam Saleh	(614) 718-9691	isaleh@cogentsystems.com

### CrossMatch Technologies, Inc.

Contact Name	Phone Number(s)	E-mail Address
Scott Clinton	(561) 622-2688	sclinton@crossmatch.net

### DataWorks Plus

Contact Name	Phone Number(s)	E-mail Address
Rick Johnson	(864) 430-7981	rjohnson@dataworksplus.com

### Identix Incorporated

Contact Name	Phone Number(s)	E-mail Address
Jeffrey Carroll	(952) 945-3350	jeff.carroll@identix.com

### Integrated Biometric Technology

Contact Name	Phone Number(s)	E-mail Address
Barbara Creighton	(407) 354-5443	bcreighton@l1id.com

### Motorola Biometric Solutions

Contact Name	Phone Number(s)	E-mail Address
Michael Vied	(850) 997-1880	mvied@Motorola.com

### PrideRock Holdings

Contact Name	Phone Number(s)	E-mail Address
Thomas Harrison	(386) 492-7002	thomas.harrison@fadv.com