



Identification and Criminal History Section

Fingerprint Room Rules

1. The person being fingerprinted is the only person allowed in the fingerprinting room.
2. Children are not allowed in the fingerprinting room and must be supervised at all times.
3. Animals are not allowed in the WSP lobby or the fingerprinting room, except those covered under the Americans with Disabilities Act (ADA).
4. The WSP is unable to fingerprint you if your hands are bleeding, have open wounds or if any of your fingers are bandaged – do not remove bandages.
5. Make sure your hands are clean and dry prior to being fingerprinted (no lotion).
6. The method of fingerprinting is determined by the fingerprint technician and is based upon the condition of your fingers.
7. The amount of time it takes to roll your fingerprints depends upon the condition of your fingerprints. Average time is approximately 15 minutes per person.
8. Direct all questions concerning processing time to the customer service person at the counter.