



SEATTLE PUBLIC SCHOOLS SMALL WORKS ROSTER FINGERPRINTING FORM

CONTRACTOR TO COMPLETE ALL REQUIRED FIELDS

Last Name First Name M.I.

Date of Birth Phone Number

Mailing Address Place of Birth

Eye Color Hair Color Height Weight

Company Project

Signature*

Prior to commencing work, Contractor shall furnish Owner with proof of completion of fingerprinting and criminal background checks. Please contact the District's Safety & Security office at **206-252-0707** or email **Securityoff@seattleschools.org** to arrange for fingerprinting. Please write "Small Works Fingerprinting" in the subject line. The cost of scheduled fingerprinting that is performed by/at the District Security Office, in order to fulfill the requirements of a Small Works Roster contract, is covered by the District. Fingerprinting services not scheduled and/or provided by the District's Security Office will be at the Contractor's expense and not reimbursable. Please complete the District provided Fingerprinting Information Form above and have identification ready at time of fingerprinting. Your fingerprints will be sent to the FBI. If you believe the results from the FBI are incomplete or inaccurate, you have a right to challenge the accuracy of the information contained in the FBI identification record.

For District Use Only Cost Center E27220000E 7050 Purchasing

PLEASE HAVE IDENTIFICATION READY