



# Electronic Fingerprinting Process For Name Change

**SHARON R. BOCK**

Clerk & Comptroller  
Palm Beach County

## GENERAL INFORMATION

According to Chapter 68.07 of the Florida Statutes, a petitioner must have fingerprints taken electronically by an authorized agency, such as the Palm Beach County Sheriff's Office (PBSO), prior to a court hearing on a request for a change of name. The prints are submitted to the Florida Department of Law Enforcement (FDLE) for a state criminal history records check and the Federal Bureau of Investigation for a national criminal history records check. The results are submitted by the FDLE to the Clerk & Comptroller's office. The court uses the results to review the information filed by the petitioner and to evaluate whether to grant the petition.

The records check is not required for petitions to restore a former name or for changes of name in proceedings for dissolution of marriage or adoption of children.

**Please note** that if the name change is for a minor, the fingerprints of the petitioner/adult must be taken and submitted, not the minor's.

## PETITIONER INSTRUCTIONS

Visit one of the approved providers to be electronically fingerprinted. You will pay a prescribed amount (\$10 cash only to PBSO) to have the fingerprints taken. You will be given a "TCN #" and Web site address.

After the prints are electronically taken, visit the Web site address and enter your "TCN #" and your name as it was put into the system. You will then pay by credit card, the sum of \$43.25 for the criminal background check. After the report is run, you will be able to print a confirmation card.

The petitioner for the name change, or the parent or guardian of a minor for whom a name change is being sought, bears the cost of processing fingerprints and conducting the criminal history records check.

The results will be transmitted to you and the Clerk & Comptroller's office. Once all the paperwork is in order and the results of the criminal history check are received, your case will be sent the court to be set for final hearing.

## PALM BEACH COUNTY SHERIFF'S OFFICE LOCATIONS

### Delray Beach

345 South Congress Ave.  
2nd floor Information Booth  
Delray Beach, FL 33445

Phone: 561-274-1091  
Hours of Operation: 8 a.m. – 4 p.m.

### Pine Trail Center

1937 North Military Trail  
West Palm Beach, FL 33409

Phone: 561-686-4246  
Hours of Operation: 7 a.m. – 7 p.m.

### Royal Palm Beach

11498 Okeechobee Blvd  
Royal Palm Beach, FL 33411

Phone: 561-904-8290  
Hours of Operation: 8 a.m. – 4 p.m.

*More authorized service providers are listed on the reverse side.*

<b>Agency</b>	<b>Contact Name</b>	<b>Phone Number</b>	<b>E-mail Address</b>
Accurate Background Check, Inc.	Lola Gonzalez	(877) 611-2277	mmuso@accuratebackgroundcheck.com
Alpha Omega Investigative Agency	Dwight Walton	(561) 742-3335	alpha657@aol.com
Box A Million 1	Bruce Bernstein	(954) 782-9836	parcels01@aol.com
Biometric Information Management	Mike Dailey	(614) 535-7810	sales@bioinfomgt.com
BioWhorl Fingerprinting Service	Barbara & James Armstrong	(813) 244-4236 (813) 250-9339	tenprints@verizon.net
C & B Background Fingerprinting Services	John Creasman	(863) 763-2300	jrcreasman@aol.com
Cogent Systems, Inc.	Isam Saleh	(614) 718-9691	isaleh@cogentsystems.com
Contemporary Services Co.	Jay Brock	(954) 435-3600 (954) 444-2582	jbrock@contemporaryservices.com
CrossMatch Technologies, Inc.	Scott Clinton	(561) 622-2688	sclinton@crossmatch.net
DataWorks Plus	Rick Johnson	(864) 430-7981	rjohnson@dataworksplus.com
Ethos Investigative Services	Ed Cotilla	(727) 822-9800	info@ethosinvestigations.com
Fingerprint Technologies	Enrique Rios	(305) 218-4392 (305) 443-9148	idenrios@aol.com
Florida's Rapid Fingerprinting Service	Alicia Tricquet Lindy Gasdorf	(850) 597-2667 (407) 275-7233	treekay33@aol.com bean5872@bellsouth.net
Ideal Identification, Inc.	Bob Smedley	(813) 350-7943	bsmedley@idealid.net
Integrated Biometric Technology	Barbara Creighton	(407) 354-5443	bcreighton@l1id.com
Identix Incorporated	Jeffrey Carroll	(952) 945-3350	jeff.carroll@identix.com
Mobile Livescan Solutions LLC.	Giovanni & Evelyn Proano	(305) 763-1403 (305) 793-7904	gproano@aol.com
Motorola Biometric Solutions	Michael Vied	(850) 997-1880	mvied@Motorola.com
On Site Notary & Fingerprinting Service	John Consoli	(727) 967-0551	johntaz@mindspring.com
Options Health Management, Inc.	Glenn Lord	(850) 215-7688	backgroundscreening@cboptions.com
Pearson VUE	Jo Anne Wingate	(800) 475-8288 x3001	joanne.wingate@pearson.com
PrideRock Holdings	Mark Peterson Thomas Harrison	(404) 364-1868 (386) 492-7002	mpeter1896@fadv.com thomas.harrison@fadv.com
Security Imaging Systems	Tony Bruno	(716) 510-5292	tony@eveps.com
South Florida Fingerprinting	Daylen Laya	(305) 710-4972	southfloridafing@bellsouth.net
Statutory Fingerprinting & Notary, Inc.	Marcia Bent	(866) 651-8899 (954) 588-8772 (561) 640-4204 (305) 553-1977	statfpnty@aol.com
USE Electronic Fingerprinting, Inc.	Denice Butler	(407) 208-0944 ext 11	dbutler@use-inc.com