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General Practice
Wills
Trusts
Probate
Estate Planning
Guardianships

Electronic Fingerprinting Procedures

All guardian applicants **who are Florida residents** must submit their fingerprints electronically via a live scan device to the Florida Department of Law Enforcement (FDLE) for a criminal background check.

The cost for processing the fingerprints and conducting the state and national criminal history records check must be paid by the guardian applicant directly to the fingerprinting agency. The cost is approximately \$60.00.

You must schedule an appointment at least 24 hours in advance to have your fingerprints taken. Appointments can be scheduled online at www.l1enrollment.com or by calling 1-800-528-1358. There are no same day appointments or walk-ins. Payment is taken at the time the appointment is made by credit card, debit card, or electronic check.

When an appointment is scheduled online choose "All Others" for the Agency Name from the drop down list, if calling, tell the Customer Service Representative that is it for "All Others". They will ask you for your Social Security Number, Driver's License Number, Date of Birth, and other personal information.

The Pinellas Clerk Originating Agency Identification Number (ORI or CRI) must be provided in order to schedule an appointment. This will insure that the FDLE returns the report to the Pinellas Clerk's Probate Department. The ORI/CRI number for non-professional/family guardian applicants is **FL052104Z**.

Current locations that process the electronic fingerprints are listed on the website.

All guardian applicants **who are not Florida residents** must fill out an application at the same website above to request them to mail you a fingerprint card for completion. At the top of the first page select Get Fingerprinted; select Florida for the State on the second page and click on Go; scroll down the next page and click on Digital Fingerprinting; which will take you to Fingerprinting & Enrollment Services and click Register for Fingerprint Card; on the next page for agency name select "All Others", then enter ORI/CRI number **FL052104Z** and select Go. Follow the instructions to complete the application.