

# FINGERPRINTING

If you need a state and national criminal history background check conducted in order to comply with West Virginia State Code and Rules relating to West Virginia Real Estate Appraiser Licensing and Certification Board (WVREALCB), then please visit [www.identoGo.com](http://www.identoGo.com).

- On the [www.identoGo.com](http://www.identoGo.com) website:
    - Select *Get Fingerprinted* at the top right
    - Select the state: *West Virginia*
    - Select *Digital Fingerprinting*
    - Enter Service Code: *228NV3*
    - From there, navigation on the site is straightforward
  - The results of your criminal history record will be sent directly to the West Virginia Real Estate Appraiser Licensing and Certification Board. To avoid any delays, please be sure to include the following during processing:
    - Reason Fingerprinted: *WV Code §30-38A-8 Background Check Requirements*
    - Originating Agency Identifier Number: *ORI WV920105Z*
    - WV Real Estate Appraiser Licensing and Certification Board  
405 Capitol Street, Suite 906, Charleston, West Virginia 25301
- 

## CHALLENGING YOUR IDENTITY HISTORY SUMMARY

Most states require that changes of information be processed through their respective state centralized agency. Contact the State Identification Bureau for assistance, and if applicable, request that they provide the FBI with updates to your Identification History Summary. Please see below for contact information.

### **West Virginia State Identification Bureau**

West Virginia State Police  
Criminal Identification Bureau  
725 Jefferson Road  
South Charleston, West Virginia 25309  
Phone: (304) 746-2100

**Website:** <https://www.wvsp.gov/>

- Go to: *Forms & Links*
- Challenge of Criminal History Record

### **Federal Bureau of Investigation**

FBI Criminal Justice Information Services (CJIS)  
Criminal History Analysis Team I  
1000 Custer Hollow Road  
Clarksburg, West Virginia 26306  
Phone: (304) 625-5590

**Website:** <https://www.edo.cjis.gov>

- Follow the steps under the *Challenging Your Identity History Summary*