



Directions for Completing Fingerprinting Enrollment

1. **Essential Info** – Fill in all personal Information and click *Next*
2. **Facility** – Enter **COVCP0110** and click *Search* – once you see our company name listed click *Next*

ID	Name	Address	City
COVCP0110	ROCKY MOUNTAIN MICROFILM & IMAGING LLC	3164 MARSHALLPLACE	WESTMINSTER

3. **Citizenship** – Complete question and click *Next*
4. **Personal Questions** – Complete question and click *Next*
Answer *No* to the question about the Coupon Code for Payment – Sheila will give you a company check to pay for your fingerprinting:

Do you have an authorization Code (coupon code) that you will be using as a method of payment?

Yes No

5. **Personal Information** – Complete question and click *Next*
6. **Address** – Enter **Your** personal address and click *Next*

- Documents** – select the identification documents you will be taking with you when you go in for fingerprinting
NOTE: You MUST take the documents you indicate with you to your fingerprinting appointment
*A typical CO driver's license is considered to be an **Enhanced Driver's License (EDL)** you should NOT select Commercial Drivers license unless you have a Class A or B CDL license.*
- Location** – enter a City or Zip Code close to either the office or your home and hit search to bring up a list of available fingerprinting centers (The office zip code is **80031**) – click the *Next* button next to the center that is most convenient for you that has appointments available:

IdentoGO

25YR99 - Colorado CRIME INFORMATION MANAGEMENT UNIT-VENDOR MGMT PROGRAM

Home > Address > Documents > Location > Date and Time

Enter a Postal Code, City, Airport Code or Special Location Access Code to search for a location to schedule your appointment. After selecting a location, click "Next" to continue or "Cancel" to exit.

Note: Your registration is not yet complete. You must select a location, as well as a date/time on the following pages prior to receiving your appointment confirmation.

Search for an Enrollment Center by Postal Code, City and State, or Airport Code. Number of Results: 5

Search

All Locations will be closed Independence Day, Sat, 04 Jul 2020, unless otherwise indicated
 All Locations will be closed Independence Day, Fri, 03 Jul 2020, unless otherwise indicated

Location	Address	Next 7 Days	Distance
Thornton, CO	10370 Colorado Blvd	207 appointments available	5.37 mi
IdentoGO 10370 Colorado Blvd Thornton, CO 80229-2703	Hours: Monday - Friday: 08:30 AM - 06:00 PM The Enrollment Center is on the corner of Colorado Blvd and 104th St, between the liquor store and the karate school.		
Wheat Ridge, CO	4980 Rippling Dr	240 appointments available	6.28 mi
Denver, CO	1543 Boulder St	0 appointments available	7.22 mi
Lafayette, CO	190 Old Laramie Trl	0 appointments available	7.82 mi
Lakewood, CO	355 S Teller St	324 appointments available	8.82 mi

Cancel Back Next

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- Date and Time** – Select the date and time for your appointment from the available list and click *Submit*

Be sure to print your appointment confirmation. You will need to take your confirmation, the ID documents you indicated in step 7, and a payment check with you to your appointment. You can get the payment check from Sheila.