

## Obtaining and Preparing Your Fingerprint Card

The fingerprint card you need to send us (as pictured below) is available at most places that offer fingerprinting services. A list of approved fingerprinters is available on the [Department of Public Safety's](#) website. It's called the "standard applicant card" or "Form FD-258." A blue, double sided, Form FD-258 must be submitted. Red and black cards will not be accepted. Alternatively, you may email the Alaska Bar Association at [info@alaskabar.org](mailto:info@alaskabar.org) and request we mail you a card. Please include your mailing address in the email.

### Instructions for Completing the Fingerprint Card

Please note: Do not highlight on the actual fingerprint card you are sending us. This example card is highlighted only as a demonstration for instructional purposes.

1. Fill out all portions highlighted in green.
2. Write in your driver's license or state ID number in the "Miscellaneous number" box.
3. **Leave blank** all portions highlighted in pink.
4. The portions highlighted in orange are for the official taking your fingerprints to fill in.
5. **Double check for completeness** before sending us your card. We don't want to have to call you to ask you how tall you are or how much you weigh!

<b>APPLICANT</b> <small>* See Fingerprint Information Book</small>		LEAVE BLANK		TYPE OR PRINT ALL INFORMATION IN BLACK		FBI		LEAVE BLANK			
FD-258 (Rev. 5-15-17) 1110-0046		SIGNATURE OF PERSON FINGERPRINTED		LAST NAME: NAM		FIRST NAME		MIDDLE NAME			
RESIDENCE OF PERSON FINGERPRINTED		EMERGENCY AKA		2100		DATE OF BIRTH: DOB		MM/DD/YYYY			
DATE		SIGNATURE OF OFFICIAL TAKING FINGERPRINTS		CITIZENSHIP: CTZ		SEX		RACE			
EMPLOYER AND ADDRESS		YOUR NO: OCA		UNIVERSAL CONTROL NO: UCN		ARMED FORCES NO: MNU		SOCIAL SECURITY NO: SOC			
REASON FINGERPRINTED		ALASKA BAR ASSOCIATION 840 K STREET, SUITE 100 ANCHORAGE, AK 99501-3353		MISCELLANEOUS NO: MNU		CLASS		REF			
ALASKA BAR EXAM A.S. 08.08.13Z											
R. THUMB		R. INDEX		R. MIDDLE		R. RING		R. LITTLE			
L. THUMB		L. INDEX		L. MIDDLE		L. RING		L. LITTLE			
LEFT FOUR FINGERS TAKEN SIMULTANEOUSLY				L. THUMB		R. THUMB		RIGHT FOUR FINGERS TAKEN SIMULTANEOUSLY			