

The State of Delaware requires all staff to be fingerprinted. I have attached the form you need to bring to get fingerprinted. Bring it with you to the State Police (housed in the Blue Hen Mall in the back of the building). No appointment is necessary. You can walk in during any of their open hours. Simply hand in the fingerprint verification form to them. **They will give you a receipt (it is free). You MUST bring the receipt back to the office. Please do this as soon as possible. Thank you!**

Kent County

The office is located at 655 South Bay Road, Suite 1B, Dover, DE 19901, in the Blue Hen Corporate Center. Enter the road between Kent County Levy Court and Firestone, then follow the fingerprint signs.

Hours of Operation are:

- Mondays: 8:30 am to 6:30 pm**
- Tuesdays through Fridays: 8:30 am to 3:30 pm**
- Call 302-739-5871 for more information**