

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 (location listed below). Make an appointment, or go to their walk-in hours on Wednesdays and 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 600 South Bay Road, Suite 1, Dover, DE 19901. This is located across the highway from the Blue Hen Mall.

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**
- **Walk-in hours are on Wednesdays only from 8:30 am to 11:00 am and 12:30 pm to 3:00 pm**