LiveScan Fingerprinting Service

The following are instructions to help you complete the LiveScan Fingerprinting requirement portion of your volunteer application. Please complete it in its entirety.

1. Form BCIA 8016:
   a. On the first line, for "Authorized Applicant Type", write "Volunteer" if you are not on payroll, or "Employee" if you are on payroll.
   b. Complete the middle section of page 1 that begins with "Applicant Information" and ends with your signature and date.
   c. You can leave "Billing Number" and "Misc. Number" blank.
   d. Pages 2-4 are yours to keep.

2. LiveScan Fingerprinting:
   a. Take the filled out BCIA 8016 to a local LiveScan fingerprinting service and complete the fingerprinting.
   b. You will need to have an ID with you, preferably a Driver's License.
   c. The fees for this LiveScan varies depending on where you do the scan. Please consider paying for this fee out of pocket as a donation to the church. Otherwise, turn in your receipt to the church office for reimbursement.
   d. When fingerprinting is completed, please let the church office know.

Local LiveScan Fingerprinting Service Locations

Raven Tax Services & LiveScan (A Home Office)
10563 Parise Dr., Whittier, CA 90604 - (562) 479-2225 - or - (562) 479-6489

Mon-Fri - 10 am - 8:30 pm; Sat - (for special exceptions)
Call for an appointment - $45 - volunteers; $47 - employees
Accepts: cash, Zelle, debit card, credit card (no fees)

CCM Auto Registration & Services (Next to the ARCO station)
14020 Lambert Rd.; Whittier, CA 90605 - (562) 632-1224

Mon-Fri: 10 am - 6 pm; Sat: 10 am - 2 pm (No appointment needed)
$65 - volunteers; $67 - employees
Accepts: cash, Zelle (no fees) & debit/credit card (4% fee)