



Before using a fingerprint card **make sure the ORI number placed in box #1 is correct** for your industry. In addition to fingerprints, complete the upper portion of the card as follows:

1. **Confirm that the ORI number printed on the card is correct for the type of application/Industry:**
 NY921970Z - Depository Institutions
 NY921270Z - Insurance Industry *
 NY921822Z - Licensed Financial Services
 NY921860Z - Mortgage Industry **
2. Full name—last, first, and middle name (no initials).
3. Signature of person being fingerprinted, in ink.
4. All aliases and former names (if any) including maiden name, previous legal name, etc.
5. Date of birth: mm/dd/yyyy.
6. Current residential address (#, Street, City, State, Zip).
7. Country of citizenship (U.S. or foreign country).
8. Sex (M for male or F for female).
9. Race/ethnicity—use the following abbreviations:
 A-Asian or Pacific Islander I-American Indian
 B-Black U-Unknown/Other
 H-Hispanic W-White
10. Height expressed in feet (') and inches (") (i.e.: 5'5").
11. Weight expressed in pounds (i.e.: 170).
12. Eye color—use the following abbreviation:
 BLK-Black BRO-Brown GRN-Green
 BLU-Blue GRY-Gray HZL-Hazel
13. Hair color—use the following abbreviation:
 BLK-Black GRY-Gray BAL-Bald
 BRO-Brown RED-Red BLD-Blonde
 WHI-White
14. Place of birth, including city, state, province (if applicable) and country.
15. Date fingerprints taken (entered by agent on signing).
16. Signature of official taking fingerprints, in ink.
17. Subject's potential employer and business address.
18. Enter industry type based on specific Service Code.
19. Applicant's Social Security number (if you do not have a SS#, you must call DFS at (800) 342-3736).
20. * If the ORI in #1 is **NY921270Z-Insurance Industry**, you must enter your **NAIC #** in this field.
 ** If the ORI in #1 is **NY921860Z - Mortgage Industry**, you must enter your **NMLS ID #** in this field.