

# Solid Waste Commission

## Fingerprinting Instructions and Locations

- 1) **Applicant /Customer must schedule an appointment** for fingerprinting with Morph Trust USA, a third party vendor used by the commission by either:
  - A) Calling toll-free at (877) 472-6915, Monday – Saturday, 9 a.m. - 9 p.m.
  - B) Going to [www.identoGO.com](http://www.identoGO.com) . (If appointment is scheduled online, print out the confirmation page and bring it to the appointment with you).
- 2) Select the most convenient location to get fingerprinted. A list of available locations can be found at [www.identoGO.com](http://www.identoGO.com). Also, see the back of this page for locations in the New York City Metro Area.
- 3) The applicant should provide the following information at the fingerprinting site:
  - A) Reason for Fingerprinting: **“Solid Waste Handler”**
  - B) Agency #: **“ORI # NY921920Z”**
- 4) The total Fingerprinting fee is approx. **\$106.00** (Subject to change). Payment options include:
  - Personal check
  - Business check
  - Government check
  - Certified check
  - Bank check
  - Money order
  - Credit card

Payments should be made out to **“L-1 Enrollment Services”**.

- 5) In addition to the above payment, 2 forms of identification, at least one of which must have a photo, should be brought to the appointment. Some acceptable forms of identification are:
  - Driver’s license
  - US Passport
  - Social Security card
- 6) You will be provided two receipts at the fingerprinting site, one of those receipts should be sent back to the Solid Waste Commission, keeping the other one for your records.
- 7) If a fingerprint is rejected due to image quality reasons, L-1 will contact you to schedule an appointment for reprinting. There is no additional cost that will be charged for reprinting.