



RICARDO LARA
CALIFORNIA INSURANCE COMMISSIONER

NOTICE

To: Admitted Insurers, Business Entities, Resident Individual Insurance Agents, Brokers, Adjusters, Bail Agents, Education Providers and Other Interested Parties

FROM: Licensing Services Division

DATE: February 13, 2025

SUBJECT: New Live Scan Fingerprint Vendor for California Resident License Applicants

Background

All California resident insurance agents, brokers, adjusters, and bail agent applicants must submit fingerprint impressions for a complete background check through the California Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI) before the California Department of Insurance (Department) can finalize their applications.

The Department selected Secure Screening Solutions Inc., dba Capital Live Scan (CLS) as its new Live Scan fingerprint provider for California resident license applicants.

Fingerprint Fees

Beginning **Friday, February 14, 2025**, CLS will collect and transmit Live Scan fingerprint impressions for resident license applicants at a rate of **\$74**. This fee includes:

- **\$17** for the FBI processing fee
- **\$32** for the DOJ processing fee
- **\$25** for CLS's fee

Schedule Fingerprint Appointment

After submitting a license application, California resident applicants can schedule a Live Scan fingerprinting appointment through CLS's [online registration system](#), accessible via the fingerprint link on the Department's website. Once registered, applicants can choose an appointment time for CLS to capture and submit their fingerprints to both the DOJ and the FBI. With more than 800 Live Scan locations across California, CLS offers convenient sites near PSI Services LLC test centers (the Department's license examination vendor), the Department's Los Angeles test center, and even near applicants' residences.

Fingerprinting Process

For more information on the fingerprinting process, visit the Department's website at www.insurance.ca.gov and select:

**Agents & Brokers → Applying for a License → Individual Resident License
→ [Obtain Fingerprint Impressions](#)**

Note for Non-Resident License Applicants:

If you are a [non-resident applicant](#) required to submit fingerprints in California, you must use a standard FBI fingerprint card and send your completed impressions to [Accurate Biometrics](#) for FBI and DOJ processing.

For specific questions about this notice, please email the [Licensing Processing Section](#) or call the Department's Licensing Hotline at (800) 967-9331.