



# Affidavit of Fingerprint Integrity for Pawnbroker License in Pima County (Please Print)

I \_\_\_\_\_ of \_\_\_\_\_  
First Middle Last Name Business name/Corporation name

Do here-by swear/affirm that:

- The fingerprint card I submitted has not been changed, tampered with or altered in any way.
- I understand that the fingerprint card will be used to conduct a State and FBI criminal history background check and the results will be used solely as part of a background investigation to ensure that the requirements of Arizona Revised Statutes 44-1627, for a Pawnbroker's license are met.
- I can request to complete or challenge the accuracy of the information contained in the background results as set forth in the Code of Federal Regulations (CFR), Title 28, Section 16.30 through 16.34.
- I must notify the Pima County Sheriff's Department in writing that I will be requesting to challenge my background results
- I then must contact the following that will apply:
  - State background results - contact the Arizona Department of Public Safety (602) 223-2222, to obtain a fingerprint card and review and challenge packet. Information on the review and challenge process can be found on the DPS webpage at [www.azdps.gov](http://www.azdps.gov).
  - Federal background results – contact the Federal Bureau of Investigations (304) 625-5590. Information on how to review and challenge your FBI criminal record can be found at [www.fbi.gov](http://www.fbi.gov) under "Services" and then "Identity History Summary Checks" or by calling 304-625-5590.

**-I will be given seven days of discovery to complete or challenge the accuracy of the information contained in the background results with the appropriate agencies. The Pima County Sheriff's Department will need to be advised of the outcome within seven days of discovery, before a final determination can be made on the background results for a Pawnbroker's license.**

### Federal Disclosure (Title 28, Code of Federal Regulations (CFR) Section 50.12)

Authorized governmental and non-governmental agencies/officials that conduct a national fingerprint-based criminal history record check on an applicant for a noncriminal justice purpose (such as a job or license, immigration or naturalization matter, security clearance, or adoption) are obligated to ensure the applicant is provided certain notice and other information and that the results of the check are handled in a manner that protects the applicant's privacy.

- Officials must provide to the applicant written notice<sup>1</sup> that his/her fingerprints will be used to check the criminal history records of the FBI.
- Officials must ensure that an applicant receives, and acknowledges receipt of an adequate Privacy Act Statement when the applicant submits his/her fingerprints and associated personal information.
- Officials using the FBI criminal history record (if one exists) to make a determination of the applicant's suitability for the job, license, or other benefit must provide the applicant the opportunity to complete or challenge the accuracy of the information in the record.
- Officials must advise the applicant that procedures for obtaining a change, correction, or updating of an FBI criminal history record are set forth at Title 28, Code of Federal Regulations (CFR), Section 16.34.
- Officials should not deny the job, license, or other benefit based on information in the criminal history record until the applicant has been afforded a reasonable time to correct or complete the record or has declined to do so.
- Officials must use the criminal history record solely for the purpose requested and cannot disseminate the record outside the receiving department, related agency, or other authorized entity.<sup>2</sup>

Each agency should establish and document the process/procedures it utilizes for how/when it gives the applicant notice, what constitutes "a reasonable time" for the applicant to correct or complete the record, and any applicant appeal process that is afforded the applicant. Such documentation will assist state and/or FBI auditors during periodic compliance reviews on use of criminal history records for noncriminal justice purposes.

### Endnotes

<sup>1</sup> Written notification includes electronic notification, but excludes oral notification.

<sup>2</sup> See 5 U.S.C. 552a(b); 28 U.S.C. 534(b); 42 U.S.C. 14616, Article IV(c); 28 CFR 20.21(c), 20.33(d), 50.12(b) and 906.2(d).

I further certify the integrity of the fingerprint card submitted under my name is accurate and true. I have read and understand the procedures of the fingerprint process and the Federal Disclosure under provision set forth in the Code of Federal Regulations (CFR), Title 28, Section 50.12. Also that I have been given a copy and read the FBI Applicant Privacy Rights Notification form. Code of Federal Regulations (CFR), Title 28, Section 16.30 through 16.34.

**False statements or misrepresentation may result in denial or revocation of license (ARS 44-1627.I).**

To be filled out in the presence of a Notary Public

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Signature of applicant

SUBSCRIBED and SWORN to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, By \_\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
My Commission Expires

**Confidential Information Law Enforcement Use Only**

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