



**STATE OF CONNECTICUT**  
**DEPARTMENT OF EMERGENCY SERVICES**  
**AND PUBLIC PROTECTION**  
**DIVISION OF STATE POLICE**  
**STATE POLICE BUREAU OF IDENTIFICATION**



## **RATE CHANGE EFFECTIVE OCTOBER 1, 2016**

Effective October 1, 2016, the Federal Criminal History Record search rate for the general public will decrease from \$14.75 to **\$12.00**; the volunteer rate will decrease from \$13.50 to **\$10.75**. Pursuant to C.G.S. 29-11, the following fee structure applies to the listed state services for all requesters, including volunteers. Please make all checks/money orders payable to **“Treasurer – State of CT.”** All fees received, postmarked after October 1, 2016, which are not in accordance with this notification, will be returned.

**Name Search - \$36.00 (Form DPS-846-C)**. A name search will only provide a “yes” or “no” record indicator response letter. To receive the full criminal history record associated with a “yes” response, a subsequent request must be submitted with the statutory fee of \$50.00

**Personal Record Search - \$50.00 (Form DPS-846-C)**. A personal record search is a criminal history record information search on yourself. A full criminal history record response will be provided, if applicable.

**Criminal History Record Information Search - \$50.00 (Form DPS-846-C)**. A request submitted for any individual in which a full criminal history record response is being sought. A full criminal history record response will be provided, if applicable.

**Fingerprint Supported Search - \$50.00**. Criminal history record information will be searched by the subject’s fingerprints. A full set of fingerprints must be submitted with the request. A full criminal history record will be provided, if applicable.

**Letters of Good Conduct - \$50.00 (Form DPS-181-C)**. In accordance with C.G.S. 54-142p, an individual may obtain criminal history record information about themselves “in conjunction with an application to enter the United States or any foreign nation when the subject of the record 91) certified that the information is needed to complete an application to enter the United States or a foreign nation, and (2) provides proof that he is the subject of the record.” This request must include a full set of fingerprints (see notation below regarding fingerprinting) with request. A full criminal history record response will be provided, if applicable.

**Fingerprinting - \$15.00**. This fee covers fingerprinting services performed at a State Police location.