

To schedule a fingerprinting appointment, please follow these simple instructions:

- 1. Visit https://oregon.fieldprint.com
- 2. Click on the "Schedule an Appointment" button
- 3. Enter an email address under "New Users/Sign Up" and click the "Sign Up" button

Follow the instructions for creating a Password and Security Question and then click "Sign Up and Continue"

4. Enter the Fieldprint Code below:

FPPSITestingRealEstateDAS for Real Estate FPPSITestingInsuranceDAS for Insurance

- 5. Enter the contact and demographic information required by the FBI and schedule a fingerprint appointment at the location of your choosing
- **6.** At the end of the process, print the Confirmation Page.

Take the Confirmation Page with you to your fingerprint appointment, along with two forms of identification.

7. If you have any questions or problems, you may contact our customer service team at 877-614-4364 or customerservice@fieldprint.com.

Revision: 05/28/2019 P19F22: Virginia Program - Fieldprint Scheduling Aid