

## Fingerprinting Instructions for Liquor Licensees

- Log onto the IdentiGo website: <https://uenroll.identigo.com/>
- Enter **the service code 25YQ6K**.
- From there you can schedule or manage an appointment, find out what you need to bring to the appointment, locate an IdentoGO facility near you, and how to submit a fingerprint card by mail (for out of state applicants).
- When scheduling an appointment, you will need to enter a CBI account number. Thornton's account number is **CONCJ6177**.
- The fingerprinting fees will be collected by IdentoGO.
- The Applicant will be provided a system generated receipt to give to the Licensing Coordinator of the City.
- Results will be posted via CBI's Secure Document Delivery System (SDDS) to the City of Thornton's Police Department account.