UC Master Food Preserver Program

Volunteer Fingerprint Procedure

- The fingerprint scan may be done (free of charge) at the Sheriff's Office in the Sonoma County Administration complex, located at 2796 Ventura Ave., Santa Rosa.
- The scan form is available online at http://cesonoma.ucanr.edu/files/223838.pdf.
- Complete the applicant information on the scan form before your appointment. You must bring this form with you when you go to get fingerprinted, as it has our office-specific identification numbers on it.
- You MUST make an appointment by calling 565-2650 in advance.
- Applicants will need a photo ID card to show at the Sheriff's Office.
- This arrangement is made only with the Sheriff's Department. If you should choose to go to another facility you will have to pay their fee if applicable.
- Please return one copy of scan form to the MFP Office.
- Fingerprints are a requirement for volunteering.
- If you have questions about this please call the MFP Office at 565-3026.
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IMPORTANT --REGARDING FINGERPRINTS

If you choose to have fingerprints done at a location other than the Sheriff's Office in Santa Rosa, there is a HIGH likelihood that you will have to return and repeat the process. Other stations are not set up with our office information and many times, wrong information is entered. We strongly suggest having the process done at the above address.

If you cannot avoid going to a station other than at the Sheriff's Office, please have the scan operator check info to make sure it is entered into the scan machine exactly as is written on our form. Especially check to see that 'Sonoma County 4-H/MGP UCCE" is the applicant agency, not "youth org" or "volunteer" or anything else. Also, check for correct address.