

The 2007 session of the West Virginia Legislature passed House Bill 2764 to require fingerprinting of individuals seeking a new WV resident producer license and to individuals with an existing WV resident producer license who are adding a new line of authority to that license.

**Information on the implementation date, procedures and instructions for the fingerprinting process will be posted to the Insurance Commissioner's website when it becomes available.**

Pearson VUE will offer digital fingerprinting at the following test centers:

- Charleston
- Morgantown

The fee for digital fingerprinting is \$86.00, and includes the state and FBI check fees. **Candidates must request and pay for this service at the time of reservation in the same manner as examination fees.** The exam level for fingerprinting services is FP.

The fingerprints will be printed on the required FD-258 card that Pearson VUE will then give back to the candidate for submission with the license application. FBI. Fingerprints are valid for one year after they are taken; after this time, the candidate must be fingerprinted again.

Applicants will be able to submit wet/rolled prints taken at law enforcement facilities subject to availability and scheduling constraints for fingerprints at those facilities. The fee for wet/rolled fingerprinting will be \$46.00 and submitted by the applicant to the Offices of the Insurance Commissioner with the submission of the license application.

The following items should be submitted to the Offices of the Insurance Commissioner for applicants obtaining a new license or adding a line:

1. Two FD-258 Fingerprint Cards and Fingerprint Authorization card (WVSP 39 rev.1/03).
2. State/ FBI Background Check Fee (WET FINGERPRINTS ONLY)
3. License Application

**NOTE:** The FBI's rejection rate for digitally captured fingerprints is significantly lower than the rejection rate for wet/rolled prints. If fingerprints are rejected by the FBI, the applicant will be required to secure new fingerprints and pay the applicable fee. **The Offices of the Insurance Commissioner strongly recommends digitally captured prints.**

Fingerprinting does not currently apply to persons seeking a West Virginia Resident Adjuster license.

A copy of House Bill 2764 can be obtained at [www.legis.state.wv.us](http://www.legis.state.wv.us)