



**COLORADO**

Department of  
Regulatory Agencies

Division of Real Estate

## Background Fingerprint Information

Prior to submitting an application for licensure, each applicant must submit a set of fingerprints to the Colorado Bureau of Investigation (CBI) for the purpose of conducting a Colorado and national fingerprint-based criminal history background check utilizing records of both the CBI and the Federal Bureau of Investigation (FBI).

The Division will not notify candidates on receipt of their background record. It will be matched with your incoming license application on submission. Submission of your fingerprints is not a license application.

### Options for Getting and Submitting Fingerprints

The Colorado Applicant Background Services program (CABS) requires fingerprint transmission through a CBI approved vendor. Please use the following information to enroll and schedule an appointment (required).

#### Option 1 - IdentoGO by Idemia

Use the following links to register for a fingerprint appointment. IdentoGo enrollment centers are located throughout Colorado and the U.S. You **must** register and schedule an appointment to submit your fingerprints. Walk-ins are not accepted.

Please click the license you will be applying for from one of the links below, and when redirected to the IdentoGo scheduling page, select **Schedule or Manage Appointment**

- [Appraisers](#)
- [Appraisal Management Company Owners/Controlling Appraisers](#)
- [Mortgage Loan Originators](#)
- [Real Estate Brokers](#)

#### Option 2 - Colorado Fingerprinting

For applicants located in Colorado, there is an additional option for fingerprint submission utilizing Colorado Fingerprinting (<http://www.coloradofingerprinting.com/cabs/>). You must register and schedule an appointment through their website. Walk-ins are not accepted. To register, please enter the code that corresponds with the license you will be applying for when requested.

- Appraisers - 0800RAII

- Appraisal Management Company Controlling Appraisers/Owners - 0800RAMI
- Real Estate Brokers - 0800REEI
- Mortgage Loan Originators - 0299MOBI

If you have trouble with your registration, or require further assistance with option 3, you can contact Colorado Fingerprinting at (720) 292-2722, (833) 224-2227 or by email at [info@coloradofingerprinting.com](mailto:info@coloradofingerprinting.com).

### Option 3 (Fingerprint Card with Electronic Transfer)

If you are unable to locate a physical location near you or if you reside outside of Colorado, you must utilize this option for fingerprint card submissions. If you select this method, be sure to use FBI fingerprint card **FD-258**. Many local sheriff offices offer fingerprinting services. **You must follow the pre-registration process with either [IndentoGo](#) or [Colorado Fingerprinting](#) for hard copy card submissions.** Please use the following service codes when registering for fingerprint card submission:

License Type	IdentoGo	Colorado Fingerprinting
Appraisers	25YNTN	0800RAII
Appraisal Management Companies	25YNV3	0800RAMI
Mortgage Loan Originators	25YNGZ	0299MOBI
Real Estate Brokers	25YNY1	0800REEI

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### Important Notice For All Applicants

As an applicant for a license requiring the submission of fingerprints to both the CBI and FBI, your fingerprints will be submitted to check both state and federal arrest records and are retained by each agency. The information below includes instructions on how to challenge the results of this record check with the applicable law enforcement agency if there are discrepancies or inaccuracies within your record.

Discrepancies on your Colorado arrest record can be challenged and corrected by following the instructions located on CBI's website at <https://www.colorado.gov/pacific/cbi/identification-faqs>. If you have additional questions about the record challenge process, you may contact CBI's identification unit at (303) 239-4208.

Discrepancies with records from the FBI relating to another state law enforcement entity may

be challenged through that state law enforcement agency and/or directly with the FBI. The [U.S. Department of Justice Order 556-73](#) establishes rules and regulations for the subject of an FBI identification record to obtain a copy of his or her own record for review, as well as instructions on how to challenge that information.

The FBI's [Criminal Justice Information Services](#) (CJIS) Division processes these requests. Your rights as a non-criminal justice applicant and other important information about your rights can be found [here](#).

**Who May Request a Copy of an FBI Arrest Record?**

Only the affected individual may request a copy of his or her own identification record.

**How do I request a copy of my FBI arrest record?**

Information on how to request your FBI arrest record is located [here](#).

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**Division Resources**

<a href="#">Calendar</a>	<a href="#">Newsletters</a>	<a href="#">HOA Resources</a>	<a href="#">Program Position Statements</a>
<a href="#">Program Rules</a>	<a href="#">Real Estate Manual</a>	<a href="#">Online License Management</a>	<a href="#">Real Estate Contract &amp; Forms</a>