



**NON-CRIMINAL FINGERPRINT  
TRANSMITTAL FORM**

**INSTRUCTIONS:** For all new school bus drivers, this form must be submitted along with a DS-870 (Article 19-A Bus Driver Application), FBI and DCJS fingerprint cards, and the **\$110.25 processing fee (\$5 for DMV, \$75 for DCJS, and \$30.25 for FBI)**. For school bus drivers whose prints were previously rejected by the FBI and a new fee is required by the FBI, this form must be submitted along with the FBI fingerprint card and the **FBI processing fee (\$30.25)**.

- Print or type each driver’s name in the numbered fields below. For more than 10 drivers, attach additional transmittal forms, and enter the page numbers in the lower right corner.
- If the submission is for a driver whose prints were previously rejected by the FBI, check the **“FBI Only”** box next to the driver’s name.
- Complete the Payment Calculation box by indicating the number of drivers multiplied by the appropriate fee for a total payment due.
- Paper clip the individual checks or money orders to the corresponding fingerprint cards (do not staple them). For a group payment, attach the payment to the transmittal form. Please make all checks and money orders payable to “Commissioner of Motor Vehicles.”

Carrier Name:	Date:
Federal Employer ID # :	19-A Business ID # :

NAME OF DRIVER FINGERPRINTED (Last Name, First Name)	FULL FEE	FBI ONLY
1.	<input type="checkbox"/>	<input type="checkbox"/>
2.	<input type="checkbox"/>	<input type="checkbox"/>
3.	<input type="checkbox"/>	<input type="checkbox"/>
4.	<input type="checkbox"/>	<input type="checkbox"/>
5.	<input type="checkbox"/>	<input type="checkbox"/>
6.	<input type="checkbox"/>	<input type="checkbox"/>
7.	<input type="checkbox"/>	<input type="checkbox"/>
8.	<input type="checkbox"/>	<input type="checkbox"/>
9.	<input type="checkbox"/>	<input type="checkbox"/>
10.	<input type="checkbox"/>	<input type="checkbox"/>

Payment Calculation			
<b>FULL FEE</b>	_____ School Bus Qualified Driver(s) . . . x	\$110.25 =	_____
<b>FBI ONLY</b>	_____ FBI Only Drivers . . . . . x	\$ 30.25 =	_____
TOTAL Payment Due		=	_____