



STATE OF ARIZONA
DEPARTMENT OF LIQUOR LICENSES AND CONTROL

Katie Hobbs
GOVERNOR

Ben Henry
Director

November 15, 2023

TO: INDUSTRY ADVISORY
FROM: BEN HENRY, DIRECTOR
SUBJECT: ELECTRONIC FINGERPRINT SERVICES FOR IN-STATE APPLICANTS

Applicants for licensure are required to meet background standards as stipulated in [A.R.S. § 4-202, Qualifications of licensees; background information; prior convictions](#). Subsection (B) sets the requirement for this Department of Liquor Licenses and Control (“DLLC”) to use the Department of Public Safety (“DPS”) for its fingerprinting services.

The DPS recently announced to the DLLC that it now provides for electronic fingerprint services to be done through its [public portal](#) based on the conditions and limits as outlined therein. An important constraint today is, *electronic fingerprint services are for in-state customers only*.

Effective immediately, eligible applicants are authorized to use the DPS’s portal for submitting fingerprints only. All other license application and background documents are to be submitted to the DLLC as is typical.

The DLLC does not endorse, nor was involved in the selection of the third party vendor contracted by the DPS for collection of fingerprint samples.

Instructions for setting up a DPS portal account and using the electronic fingerprint services can be found on this the DLLC website under [Fingerprints](#).

Non-eligible applicants must submit fingerprint samples to the DLLC directly on the standard FBI cardstock.

Sincerely,

Ben Henry
Director