



BEFORE COMPLETING THIS FORM, PLEASE READ THE INSTRUCTIONS ON PAGE 2

Important Information About FBI Record Checks: Your fingerprints will be used to check the criminal history records of the FBI. You have the right to review the information on your FBI record. If you believe your record is incorrect or incomplete, you can request that it be changed, corrected, or updated. For more information and instructions, visit the FBI web site at: http://www.fbi.gov/services/cjis/identity-history-summary-checks.

Table with 4 columns: You need this information to schedule your appointment to be fingerprinted: (with arrow), ORI (NYSHAZMAT), CONTRIBUTOR AGENCY (NYS Department of Motor Vehicles), JOB OR LICENSE TYPE (HazMat Driver)

Applicant Information

Main form area containing fields for License ID Number, Name of Applicant, Alias/Maiden Name, Home Address, Daytime Phone Number, Date of Birth, Race, Ethnicity, Skin Tone, Hair Color, Eye Color, Place of Birth, Country of Citizenship, and Alien Registration Number.

INSTRUCTIONS

Federal and state laws require that commercial drivers who apply for a hazardous materials (hazmat) endorsement be fingerprinted as part of the qualification procedure. The required fingerprinting service is being provided by MorphoTrust Enrollment Solutions (MorphoTrust). All hazmat endorsement applicants must be fingerprinted at one of the MorphoTrust ID centers located throughout New York State.

Fingerprinting is done by appointment. Selecting a fingerprinting location, scheduling an appointment, and getting information about the required fee can be done online at www.identogo.com or by calling 1-877-472-6915.

This form must be completed as described below and taken to the fingerprinting site at the time of the appointment. In addition to this form, **the applicant must bring acceptable proof of identification** (acceptable proofs are listed below under Acceptable Documents for Proof of Identity).

Applicant Information: Provide all of the information that is requested. The applicant must possess a valid NYS photo commercial driver license or an Interim NYS commercial driver license accompanied by a NYS non-commercial photo license in order to apply for the hazmat endorsement.

NOTE: The applicant's name and date of birth written on this form must exactly match the name and date of birth as it appears on the NYS commercial driver license.

ACCEPTABLE DOCUMENTS FOR PROOF OF IDENTITY

Applicants *MUST* bring one (1) proof of identification to the fingerprinting site:

Identification document must be valid and not expired.

- ◆ New York State Commercial Driver's License
- ◆ Foreign passport
- ◆ Permanent Resident Card or Alien Registration Receipt Card (Form I-551)
- ◆ U.S. Passport

IMPORTANT!

This form, when completed, provides personal information which is confidential. The completed form should not be left at the fingerprinting site - the applicant should either retain it for his/her records or dispose of it properly (shredding it is recommended).

- **When completed, this form must not be retained, photocopied, or otherwise reproduced by the MorphoTrust staff.**
- **The information provided on this form must not be retained by the MorphoTrust staff.**

Please direct any questions to the New York State Department of Motor Vehicles HazMat Unit at (518) 408-2997.

The Privacy Act of 1974 5 U.S.C. 552a(e)(3)

Privacy Act Statement Authority: 6 U.S.C. § 1140, 46 U.S.C. § 70105; 49 U.S.C. §§ 106, 114, 5103a, 40103(b)(3), 40113, 44903, 44935-44936, 44939, and 46105; the Implementing Recommendations of the 9/11 Commission Act of 2007, § 1520 (121 Stat. 444, Public Law 110-52, August 3, 2007); and Executive Order 9397, as amended.

Purpose: The Department of Homeland Security (DHS) will use the biographic information to conduct a security threat assessment. Your fingerprints and associated information will be provided to the Federal Bureau of Investigation (FBI) for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems including civil, criminal, and latent fingerprint repositories. The FBI may retain your fingerprints and associated information in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI. DHS will also transmit your fingerprints for enrollment into US-VISIT Automated Biometrics Identification System (IDENT). If you provide your Social Security Number (SSN), DHS may provide your name and SSN to the Social Security Administration (SSA) to compare that information against SSA records to ensure the validity of the information.

Routine Uses: In addition to those disclosures generally permitted under 5 U.S.C. 522a(b) of the Privacy Act, all or a portion of the records or information contained in this system may be disclosed outside DHS as a routine use pursuant to 5 U.S.C. 522a(b)(3) including with third parties during the course of a security threat assessment, employment investigation, or adjudication of a waiver or appeal request to the extent necessary to obtain information pertinent to the assessment, investigation, or adjudication of your application or in accordance with the routine uses identified in the TSA system of records notice (SORN) DHS/TSA 002, Transportation Security Threat Assessment System. For as long as your fingerprints and associated information are retained in NGI, your information may be disclosed pursuant to your consent or without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses.

Disclosure: Furnishing this information (including your SSN) is voluntary; however, if you do not provide your SSN or any other information requested, DHS may be unable to complete your application for a security threat assessment.