



STATE OF TENNESSEE
DEPARTMENT OF COMMERCE AND INSURANCE
DIVISION OF REGULATORY BOARDS
LOCKSMITH LICENSING PROGRAM
500 JAMES ROBERTSON PARKWAY
NASHVILLE, TN 37243-0570
615.532.3369 FAX 615.532.2965
www.tn.govcommerce/boards/

ATTENTION ALL APPLICANTS
-Locksmith License & Locksmith Apprentice-
ELECTRONIC FINGERPRINT *SUBMISSION*

Option (1): **L-1 Identity Solutions (Electronically scanned fingerprint submissions)**
L-1 Identity Solutions will charge **\$48.00** to scan and transmit your fingerprints to the TBI and FBI.
You can make an appointment with this electronic fingerprint scanning company for your applicants. L-1 Identity Solutions will transmit the applicant's fingerprints to the TBI & FBI for processing. *Approximate processing and reporting time = 5-10 days.*

Online Scheduling:

- **www.L1enrollment.com**
- **Click on the Tennessee map.**
- You will enter your applicant information as prompted online.
- **Enter required information by selecting:**
 - **Agency Name: Commerce and Insurance**
 - **Applicant Type: Locksmith License**
- **And, entering the licensing agency ORI number, if required-TN920520Z.**

Call Center Scheduling: Available Monday-Friday, 8:30 A.M – 4:30 P.M. (Central)

- If you do not have access to the internet you may call 855-226-2937 (toll-free).
- Operators will collect required information and schedule your appointment.
- Be sure to have your licensing agency information and the correct ORI# when calling: **TN920520Z.**

You must bring approved identification documents with you to the appointment.
ATTACH a copy of the receipt for electronic fingerprint submission to the application.
DO NOT SEND the fingerprint cards or the **\$60.00** fingerprint processing fee with your application.

Option (2): **Out of state applicants.** We will continue processing your fingerprints through the Locksmith Licensing Program by forwarding the fingerprint cards you send with the application to the TBI & FBI. *Current reporting time is 4-6 weeks, prints rejected due to poor quality could extend processing time.*

If you choose this method of fingerprint processing you must:

- Forward two (2) sets of classifiable fingerprint cards with each application, and;
- Forward the **\$60.00 non-refundable** fingerprint processing fee in addition to the application fee(s.)

*Prints must be rolled nail to nail by a qualified technician on cards received from this office. All blocks must be completed and the cards must be signed by the applicant.
Answer N/A if the question does not apply.*