

Compromised Identity Claim (CIC)

Claimant Instructions

Please read instructions prior to filling out form to avoid delays in processing.

Note: There is a \$26 fee associated with submitting this claim. Please be sure to have this fee ready in the form of a check or money order payable to the Washington State Patrol and ensure that it is enclosed with your claim before the law enforcement official seals the packet.

1. Complete the highlighted portion of the enclosed Personal Identification card.
2. Complete the Claimant's Personal Information and Compromised Identity Claim (CIC) card on the Claim form. **DO NOT SIGN.** You will be asked to sign all documents by the law enforcement officer verifying your identity.
3. Take the following to your local police department or sheriff's office:
 - \$26 fee
 - Personal Identification card
 - Claim form
 - A 2x2 passport quality photo, taken within the past 6 months showing current appearance – full face, front view with plain white or off-white background
 - Your government-issued photo ID
4. The law enforcement agency will verify your identity with a photo ID and apply your fingerprints to the Personal Identification card and Claim form. The agency may charge a fingerprinting fee for this service.
5. **AFTER** you have been printed, sign and date the Personal Identification card and the Personal Information section and CIC card portion of the Claim form.
6. To ensure the integrity of the fingerprints, the law enforcement agency will mail the Personal Identification card, Claim form, photo, and fee to the WSP for processing.
7. The CIC card will be returned to the address you provide on this form with a letter detailing the results of your fingerprint search.

DO NOT SEND THE FORM IN YOURSELF.

Please note: The WSP will only accept claim forms that are submitted by a law enforcement agency in an official envelope. You may be asked to provide postage, so please be prepared.

Law Enforcement Instructions

1. Please verify the identity of the individual with a government-issued photo ID, recording this number on the line provided in the law enforcement portion of the Claim form.
2. Fingerprint the person directly onto the Personal Identification card with black ink and ensure the claimant's thumbprint (flat print, not rolled) is placed in the box provided on the Compromised Identity Claim Card portion of the Claim form.
3. Sign the Personal Identification card.
4. Complete and sign the law enforcement (gray-shaded) portions of the Claim form.
5. Have the Claimant sign and date the Personal Identification card and Claim form where indicated in bold.
6. To ensure the integrity of the fingerprints and the identity you verified, please seal the Personal Identification card, Claim Form, passport photo, and \$26 fee and mail to:

Washington State Patrol Identification and Criminal History Section
Attn: Criminal History Support Unit
PO Box 42633
Olympia WA 98504-2633

For more information or if you have questions regarding this form, please contact the Criminal History Support Unit at (360) 534-2000 ext. 5.

Washington State Patrol Use Only

Excluded from SID #	FP Tech	Date	Microfilm	
			SID # _____	FBI # _____
			DOA 00 / 00 / 0000	
			Issue Date	
			CRT Initials	
			Verified SID	

Claimant's Personal Information (*Required Fields)

*Full Name _____
Last
First
Middle

*Address _____
Street Address
Apartment/Unit #

_____ *City* *State* *ZIP Code*

*Birth Date ____ / ____ / ____ Sex ____ Race ____ Height ____ Weight ____ Eyes ____ Hair ____

Place of Birth _____ Citizenship _____

*Home Phone (____) _____ Alternate Phone (____) _____

I understand, by signing and submitting this form, my personal ID will be available to the public for the purposes of inquiry. I may request, in writing, that this personal ID be returned to me.

*Claimant Signature _____ *Date _____

Law Enforcement Agency Use Only (All Fields Are Required)

Type of photo ID verified?	Photo ID number
Name of official taking fingerprints	ORI
Signature of official taking fingerprints	Date

Compromised Identity Claim Card

*Claimant's Name (printed) _____ *Claimant's Date of Birth _____ *Claimant Signature _____ *Date _____ *Official's Signature _____ *Date _____	<div style="text-align: center;"> <h3>Compromised Identity Claim Card</h3> <div style="border: 1px solid black; width: 100%; height: 100%; margin: 10px 0;"></div> <p style="text-align: center; font-size: small;">R / L (circle one) Thumbprint</p> </div> <div style="text-align: right; margin-top: 10px;"> _____ <small>Verified State ID (SID) WSP USE ONLY</small> </div>
This card has been issued by the Washington State Patrol in response to a Compromised Identity Claim. The claimant's fingerprints were compared to persons in the Washington State Identification System (WASIS) with similar names and dates of birth. The thumbprint shown has been verified as belonging to the SID number listed on the reverse side. This card bears the WSP logo. If this logo is missing, please contact us at (360) 534-2000, option 5. For more information, please visit us at www.wsp.wa.gov/crime/crimhist.htm	Issue Date: _____ WSP: _____