



STATE OF TENNESSEE  
DEPARTMENT OF COMMERCE AND INSURANCE  
DIVISION OF REGULATORY BOARDS  
PRIVATE PROTECTIVE SERVICES  
500 JAMES ROBERTSON PARKWAY  
NASHVILLE, TN 37243-1158  
615.741.6382 FAX 615.532.2965  
[www.tn.govcommerce/boards/](http://www.tn.govcommerce/boards/)

**ATTENTION ALL APPLICANTS**

-Armed Security Guard Registration & Contract Security Company License-  
*This notice does not apply to certified trainer or unarmed security guard applicants.*

**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.

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](http://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:**
    - **Armed Guard**
    - **Unarmed Guard**
    - **Contract Security Company**
- **And, entering the licensing agency ORI number, if required TN920120Z.**

**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: **TN920120Z.**

**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 Private Protective Services 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 three (3) 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.*