

ROY COOPER  
ATTORNEY GENERAL

NORTH CAROLINA  
STATE BUREAU OF INVESTIGATION  
DEPARTMENT OF JUSTICE

3320 GARNER ROAD  
PO Box 29500  
RALEIGH, NC 27626-0500  
(919) 662-4500  
FAX: (919) 662-4523



ROBIN P. PENDERGRAFT  
DIRECTOR

August 5, 2009

\*\*\*\* IMPORTANT NOTICE \*\*\*\*

**NC Law Enforcement / Criminal Justice Agencies**  
**Reference: Elimination of SBI Fingerprint Card Program**

Dear Agency Head:

The recent economic downturn has caused a substantial reduction in the financial support the State Bureau of Investigation (SBI) receives from the state. This reduction requires a comprehensive review of programs and services offered by the SBI in an attempt to identify areas of potential cost savings. Accordingly, and after careful review, the SBI will eliminate the Fingerprint Card Program which provides an assortment of blank fingerprint cards and related fingerprint card supplies, at no cost, to local law enforcement agencies throughout North Carolina. The elimination of this program takes effect immediately. This is a regrettable, yet necessary, step for the SBI to continue providing mission-critical services and programs to national, state and local criminal justice agencies as well as to the citizens of North Carolina.

As a result, local law enforcement agencies will now be responsible for the cost of ordering the required SBI arrest fingerprint cards and fingerprint card mailing envelopes. These supplies may be ordered through the N.C. Department of Corrections - Corrections Enterprises Unit or through a private printing company. The SBI has provided the necessary printing specifications to the Corrections Enterprises Unit to facilitate the ordering process. Orders may be placed with Corrections Enterprises by contacting Carolyn Schatz at (919) 716-3646 or emailing her at [cschatz@doc.state.nc.us](mailto:cschatz@doc.state.nc.us). The SBI Final Disposition form, R-84, is available on the DCI Network under the 'Links' tab in the 'Fingerprinting Resources' section.

In addition, the SBI has confirmed with the Federal Bureau of Investigation (FBI) that local law enforcement agencies, with a valid ORI, are able to order applicant fingerprint cards, FBI arrest fingerprint cards, and blank card stock, **at no cost** to the local agency. Orders for these supplies may be placed with the FBI's Logistical Support Unit at (304) 625-3983 or by visiting the FBI's website at [www.fbi.gov](http://www.fbi.gov) and navigating to the "More Services" section for further instructions.



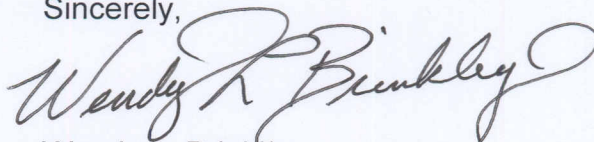
A Nationally Accredited State Agency



An ASCLD/LAB Accredited Laboratory Since 1988

The SBI is committed to continuing the valued partnership with the law enforcement community throughout North Carolina and looks forward to working together during these difficult economic times. For questions regarding two-part fingerprint cards required for manual fingerprinting or general questions regarding this transition, please contact Assistant Special Agent in Charge Wyatt Pettengill at (919) 662-4500 extension 6403.

Sincerely,

A handwritten signature in black ink, reading "Wendy L. Brinkley". The signature is written in a cursive style with a large, stylized initial "W".

Wendy L. Brinkley  
Special Agent in Charge  
Criminal Information and Identification Section  
North Carolina State Bureau of Investigation