

STATE OF CALIFORNIA – DEPARTMENT OF FINANCIAL PROTECTION AND INNOVATION  
**NOTICE OF FINGERPRINT PROCESSING REQUIREMENT UNDER THE CALIFORNIA  
RESIDENTIAL MORTGAGE LENDING ACT**

DFPI-MBL 1950.122c (Rev. 03-25)



The Applicant Live Scan program is a system for the electronic submission of fingerprints and the subsequent automated background check and response. The response time from the Department of Justice when using the Applicant Live Scan program is faster with fewer rejections. The Department of Justice now requires that all applicants submit fingerprints through the Applicant Live Scan program. Applicants can now download the triplicate form for the Request for Live Scan Service from the Department's website at [www.dfpi.ca.gov](http://www.dfpi.ca.gov).

The applicant must take the three-part form to a live scan location to have their fingerprints taken by the operator. The applicant's fingerprints will be transmitted electronically to the Department of Justice for processing. The applicant will be required to pay the fees charged by the Department of Justice for processing the fingerprints directly to the live scan operator.

Please go to the Attorney General's website at: <https://oag.ca.gov/fingerprints/locations> for current information concerning the location of live scan terminals. You may also call the Department's Call center at (866) 275-2677 for information on Live Scan location.

1. Please submit the following when applying for a license under the California Residential Mortgage Lending Act, in order to comply with the fingerprint processing requirements of Financial Code Section 50121.
  - Processing fee of \$20.00 per live scan submission
  - D.O.J. Form BCII, "Requesting Agency Copy" as proof of live scan completion
2. Fingerprint information by live scan and the cost of fingerprint processing are to be submitted for the following persons:
  - a. The applicant, if an individual,
  - b. The general partners, officers, directors and person owning or controlling, directly or indirectly, 10% or more of the outstanding interests or equity securities of the applicant,
  - c. Other key persons involved, such as managers/members, trustees, any other officers with direct responsibility for the conduct of applicant's mortgage lending activities, and/or servicing activity.
3. This information shall be treated by the Department as being received in confidence pursuant to Government Code Section 6254, subdivision (d) (4).

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4. NO LICENSE WILL BE ISSUED UNTIL CLEARANCE IS RECEIVED FOR ALL PERSONS REQUIRED TO SUBMIT FINGERPRINT INFORMATION UNDER THE CALIFORNIA RESIDENTIAL MORTGAGE LENDING ACT.

5. All application and fingerprint information is to be submitted to the Department's Los Angeles office at:

Department of Financial Protection and Innovation  
320 West 4<sup>th</sup> Street, Suite 750  
Los Angeles, CA 90013-2344

For any questions, contact the Department at:

1-866-275-2677

**DFPI's Privacy Notice on Collection**

**DFPI Collects and Uses Personal Information:** The DFPI collects the information requested on this form as authorized by Financial Code sections 50121, 50126)(a)(2)(3), 50301(g) and 50317(c). The DFPI uses this information to investigate the background information of individuals and determine eligibility for licensing under the California Residential Mortgage Lending Act. Use of the personal Information DFPI collects is subject to limitations contained in the Information Practices Act of 1977 and other applicable state and federal laws.

**Providing Personal Information Is Mandatory:** When providing information or documents, please do not include unrequested personal information such as a Social Security number, driver's license number, or financial information.

**DFPI May Disclose Your Personal Information:** We may share your personal information with *other state, federal or law enforcement agencies*. Your personal information may also be disclosed:

- In response to a Public Records Act request, as allowed by the Information Practices Act.
- To another governmental agency as required by state or federal law.
- In response to a court order or administrative order, a subpoena or a search warrant.

**Your Access to Your Personal Information:** You may review the records maintained by DFPI that contain your personal information. To request access, contact: DFPI Privacy Officer, 651 Bannon Street, Suite 300, Sacramento, CA 95811, (866) 275-2677.