

DIOCESE OF SANTA ROSA



FINGERPRINT POLICY FOR EMPLOYEES AND VOLUNTEERS

March 2020

POLICY ON FINGERPRINTING EMPLOYEES

In compliance with the *Charter for the Protection of Children and Young People* promulgated by the United States Conference of Catholic Bishops on June 14, 2002, the Diocese of Santa Rosa requires that the following categories of diocesan employees submit their fingerprints for a criminal record check as a condition of employment:

- All parish employees
- All school employees
- All employees of diocesan agencies or institutions

No person in the above categories may be hired or begin work until fingerprint clearance has been returned by the Department of Justice.

Procedure: Each location will provide all conditionally hired candidates requiring fingerprints with the Live-Scan fingerprint request form when they complete all other forms for the hiring process.

The Department of Justice furnishes a clearance or criminal record summary to the Diocesan Office for Child and Youth Protection. Should the summary contain information regarding a criminal record, the pastor, principal, or agency/institution director will be informed of the summary by the Diocesan Director of the Office for Child and Youth Protection, (DDOCYP) and then the summary will be destroyed. Candidates should not be discriminated against solely on a prior record. Type of offense, age at the time of the offense, and the candidate's honesty on the application should all be taken into consideration and the DDOCYP consulted, before the pastor, principal, or director reaches a final decision regarding the hire of a candidate or termination of a current employee. The type of offenses that may result in limitations or disqualification for employment include but are not limited to:

- Felony intimidation of witnesses and victims/gang related
- Murder, attempted murder, voluntary manslaughter
- Torture
- Kidnapping
- Carjacking
- Assault
- Rape or attempted rape
- Arson
- Drug possession/distribution
- DUI

Note: Under no circumstances will a person with a conviction record of sexual misconduct with a minor be considered for hire in any parish, school, agency or institution of the Diocese of Santa Rosa.

POLICY ON FINGERPRINTING VOLUNTEERS

In compliance with the *Charter for the Protection of Children and Young People* promulgated by the United States Conference of Catholic Bishops on June 14, 2002 and updated in June 2018, the Diocese of Santa Rosa requires that all volunteers of parishes, schools or diocesan agencies or institutions who have contact with children or vulnerable adults submit their fingerprints for a criminal record check as a condition of working as a volunteer. (Please see Fingerprinting Guidelines for additional information)

No person in the above category may begin his or her volunteer service with children or vulnerable adults until fingerprint clearance has been returned by the Department of Justice.

Procedure: The designated parish, school or diocesan agency representative will provide all volunteers requiring fingerprints with the Live-Scan fingerprint request form prior to the volunteer candidate beginning his/her service.

The Department of Justice furnishes a clearance or criminal record summary to the DDOCYP. Should the summary contain information regarding a criminal record, the pastor, principal, or agency/institution director will be informed of the summary by the DDOCYP, and then the summary will be destroyed. Candidates should not be discriminated against solely on a prior record. Type of offense, age at the time of the offense, and the candidate's honesty on the volunteer application should all be taken into consideration, and the DDOCYP consulted before the pastor, principal, or director reaches a final decision regarding the commission of a volunteer candidate or the termination of a current volunteer. The type of offenses that may result in limitations or disqualification for employment include but are not limited to:

- Felony intimidation of witnesses and victims/gang related
- Murder, attempted murder, voluntary manslaughter
- Torture
- Kidnapping
- Carjacking
- Assault
- Rape or attempted rape
- Arson
- Drug possession/distribution
- DUI

Note: Under no circumstances will a person with a conviction record of sexual misconduct with a minor be considered as a volunteer in any program serving in the Diocese of Santa Rosa.

FINGERPRINTING GUIDELINES FOR VOLUNTEERS

The following guidelines are minimal. A principal and/or pastor may determine, on an individual basis, that a volunteer must be fingerprinted because the position he/she holds could be defined as having contact children. In addition, a pastor may determine that an individual represents the parish or school to the public and determine that fingerprinting them would be appropriate and prudent.

The following volunteers **MUST** be fingerprinted:

1. Any person who has been delegated by the pastor or principal to have contact with a child, children or youth.
2. Any person who has the potential to develop, over time, a relationship of trust with a child which could make a child vulnerable to abuse. In these instances, the age, maturity, and vulnerability of the child must be considered.
3. All Eucharistic Ministers to the Homebound who bring communion to those vulnerable adults who are not able to make it to Mass.
4. All Finance Volunteers who have oversight over any item of value, including but not limited to ushers, money counters, ticket sellers, etc.

OVERVIEW OF FINGERPRINTING REQUIREMENTS

<u>Employee/Volunteer Category</u>	<u>Fingerprints Required?</u>	<u>O.R.I. Code Review Agencies</u>	<u>Report Cost *</u>	<u>Subsequent Arrest Info?</u>
Priests/Deacons/Religious	Yes	ORI Code A5748 FBI and DOJ	\$17.00 .00	Yes
Parish Employees	Yes	ORI Code A5748 DOJ only	\$0	Yes
School Employees	Yes	ORI Code A3005 FBI and DOJ	\$17.00 \$32.00	Yes
Parish/School Volunteers	Yes	ORI Code A5748 DOJ only	\$0.	Yes

For Cardinal Newman High School/Kolbe Academy Trinity Prep Only:

<u>Employee/Volunteer Category</u>	<u>Fingerprints Required?</u>	<u>O.R.I. Code Review Agencies</u>	<u>Report Cost *</u>	<u>Subsequent Arrest Info?</u>
School Employees	Yes	ORI Code A3005 FBI and DOJ	\$17.00 \$32.00	Yes
School Volunteers	Yes	ORI Code A3005 DOJ only	\$17.00	Yes

*** Please note the amounts listed under Report Cost do not include the cost of the rolling fee. The rolling fee is an additional fee that is determined by each Live Scan location.**

FREQUENTLY ASKED QUESTIONS ABOUT FINGERPRINTING

Question: Why do I have to be fingerprinted?

Answer: The *Charter for the Protection of Children and Young People* promulgated by the U.S. Conference of Catholic Bishops in June 2002 requires background checks on persons who work with children and youth. The Diocese of Santa Rosa has made fingerprinting a condition of employment for all employees of parishes, Catholic schools and diocesan institutions, and volunteers who have contact with children, youth and vulnerable adults. (Please see *Policy on Fingerprinting Employees* and *Policy on Fingerprinting Volunteers* for additional information.)

Question: Will I have to pay to have this done?

Answer: This will be determined by each individual parish, school, diocesan agency or institution. Please check with the location where you will be working or volunteering.

Question: What form of identification will I need to present at the Live Scan location when I arrive for my fingerprinting appointment?

Answer: Each employee or volunteer is required to present valid picture identification upon arrival at the Sheriff's Office for his/her fingerprinting appointment. Acceptable forms of picture identification are:

- Driver's License or Identification Card of a state in the U.S.
- Military Identification Card
- Passport (United States or foreign)
- Anything state or government issued within the United States.
- Employees or volunteers under the age of 18 may be able to show their School Student I.D. Card.
- As a last resort a Mexican Consulate Card is accepted at some locations.

Question: How long will it take to get fingerprinted?

Answer: It has been our experience that the fingerprinting takes approximately 20 minutes at the various locations.

Question: Where do the results go?

Answer: The Department of Justice will furnish a clearance or criminal record summary to the Director, OCYP. This information provides clearance or a record of arrests resulting in conviction and arrests where results are pending. The Director, OCYP will inform the pastor or the principal of such summaries, and then the summary will be destroyed.

Question: Is this information shared with the INS or any other organization?

Answer: To our knowledge, this information is not currently shared with the INS or any other organization. However, we cannot guarantee what government agencies will share fingerprint results in the future. By law, the Diocese of Santa Rosa cannot share fingerprint record information with any organization.

Question: Will I or can I find out the results?

Answer: Yes, you will be able to find out the results. The Director, OCYP will modify the status of each individual in the Diocesan database as the clearances are received. Each location has a site administrator that can verify that a clearance has been received. Should the fingerprint results indicate a record of any kind, the individual may be given an opportunity to respond and explain.

Question: Can I get a copy of my fingerprint results?

Answer: Yes, an employee or volunteer may obtain a copy of his/her fingerprint results by contacting the Department of Justice.

Question: How long does take to get results of the fingerprint check?

Answer: This is dependent on the Department of Justice. It can take anywhere from a few hours to several weeks to get results back from the DOJ. This is based on findings and the length of time it takes the DOJ to research those findings. When the Director, OCYP receives the results from the DOJ, the receipt of which will be logged into the diocesan database for safe environment site administrators to access. If a record of arrests is received, the principal, or pastor will be notified. This could take several days to several weeks.

Question: Who will find out if I have a record?

Answer: Should the summary information disclose data regarding a criminal record, the pastor or principal will be informed by the Director, OCYP. That information may not be shared with anyone else and the record information must be destroyed.

Question: Can I be fired from my job or asked not to volunteer?

Answer: Candidates should not be discriminated against solely on a prior record. Several factors must be considered. Depending upon the type of offense, age at the time of the offense, and the candidate's honesty on the application, the Director, OCYP, the pastor or principal will consult before a final decision is made regarding the hiring of a candidate or termination of a current employee or volunteer. **However, under no circumstances will a person with a conviction record of sexual misconduct with a minor be considered for hire or as a volunteer in any program serving children or vulnerable adults.**

Question: If I don't want to be fingerprinted can I still work or volunteer?

Answer: Not in any position that serves children, youth or vulnerable adults or has access to an item of value. However, you may be able to find a position as a volunteer within the Diocese that does not require fingerprinting.

Question: I've been fingerprinted through another agency; do I have to be fingerprinted again?

Answer: Yes, since results may not be shared, we would not have access to your fingerprint result information from another agency.

Question: How often do I need to be fingerprinted?

Answer: The document verifying that you have been fingerprinted is kept on file in the Office of Child and Youth Protection. As long as the employee or volunteer is continuously working in our Diocese, they do not need to be re-fingerprinted. However, if the Director, OCYP is advised that the employee or volunteer has left and is not returning, a "No Longer Interested" form will be submitted to the Department of Justice stating that the Diocese is no longer interested in receiving subsequent notification service on that person. If that person returns to work in our Diocese as an employee or volunteer, they would then need to be re-fingerprinted.

Question: Which volunteers will be fingerprinted?

Answer: All volunteers of schools, parishes, or diocesan agencies or institutions that have contact with children or vulnerable adults must be fingerprinted. In addition, Eucharistic Ministers to the Homebound, and Finance Volunteers must also be fingerprinted. Each individual location is to determine any additional people that may also need to be fingerprinted beyond those currently required by the Diocese of Santa Rosa. (Please see Fingerprinting Guidelines of Volunteers for detailed information.)

Question: Where do I go to be fingerprinted?

Answer: Please see the attached list for locations in your area that have Live Scan equipment. Please be sure to call for an appointment, bring an appropriate picture identification, the correct form of payment, and a correctly filled out Live Scan form. (See the attached instructions for parishes and schools.)

<u>LIVE SCAN LOCATIONS</u>			
DEL NORTE COUNTY			
Location	Hours	Rolling Fee	Acceptable Forms of Payment
Crescent City Capital Live Scan DBA-The Mail Room 900 Northcrest Dr Crescent City, CA 95531 (707) 465-4063	Tue. Wed. Thur. Fri.(10-2) Walk-ins	\$22.00	Billing Accounts Cash Checks Corporate Accounts Debit/Credit
Crescent City Del Norte Co. Sheriff's Dept. 650 Fifth Street Crescent City, CA 95531 (707) 464-9518	Tue, Fri (9-10am) Walk-ins	\$20.00	Cash, Money Order, Cashiers Check, Business Checks
HUMBOLDT COUNTY			
Location	Hours	Rolling Fee	Acceptable Forms of Payment
Arcata LSID S62 Arcata Police Department 736 "F" Street Arcata, CA 95521 (707) 822-2428	M-F (9:00-11:30 and 1:00- 4:004pm) Walk-ins Call for availability.	\$30.00	Cash Cashier's Check Checks Credit Cards Money Orders
Arcata Humboldt State Univ. Police Dept. 1 Harpst Street Arcata, CA 95521 (707) 826-5555	M - F (9:30-3:30pm) Walk-ins E-mail address: ksh7001@humboldt.edu	\$30.00	Cash Cashier's Checks Checks Money Orders
Eureka Eureka Police Department 604 "C" Street Eureka, CA 95501 (707) 441-4060	Tue. and Wed (9:00-12:00 1:00-3:00) Walk-ins	\$35.00	Billing Accounts Cash Cashier's Checks Checks Company Checks Money Orders

<p>Eureka Humboldt County Sheriff's Department 826 Fourth Street Eureka, CA 95501 (707) 445-7251</p>	<p>T, W, Th (8am-1:30 pm, 1:30-4:30 pm) Walk-ins E-mail address: mparis@co.humboldt.ca.us</p>	<p>\$30.00</p>	<p>Cash Company Checks Money Orders</p>
<p>Fortuna Fortuna Police Department 621 - 11th Street Fortuna, CA 95540 (707) 725-1423</p>	<p>Tue, Wed, Thur 12:00-4:00pm Walk-ins</p>	<p>\$35.00</p>	<p>Billing Accounts Cash Cashier's Check Checks Company Checks Corporate Accounts Credit/Debit Cards Money Orders</p>
<p>LAKE COUNTY</p>			
<p>Location</p>	<p>Hours</p>	<p>Rolling Fee</p>	<p>Acceptable Forms of Payment</p>
<p>Lakeport Lake County Office of Education 1152 South Main Street Lakeport, CA 95453 (707) 263-4127</p>	<p>M-Th (9:00am- 3:30pm) Appt. only E-mail address: ldebolt@lakecoe.org</p>	<p>\$25.00</p>	<p>Billing Acconts Cash Credit/Debit Cards</p>
<p>Lakeport The UPS Store #5161 371 Lakeport Blvd Lakeport, CA 95453 (707) 263-62</p>	<p>M-F (7:30am-5:30pm) Sat (9:30am-3:00pm) Walk-ins and Appts</p>	<p>\$25.00</p>	<p>Billing Accounts Cash Cashier's Check Checks Company Checks Corporate Accounts Credit Cards Money Order</p>

NAPA COUNTY			
Location	Hours	Rolling Fee	Acceptable Forms of Payment
American Canyon The UPS Store #4264 101 W. American Canyon Rd #508 American Canyon, CA 94503 (707)647-7500	Email: store4262@theupsstore.com	\$25.00	Billing Accounts Cash Corporate Accounts Credit/Debit Cards Money Order
American Canyon Wine Country Notary Services American Canyon, CA 94503 (707)631-5289	Mon- Fri 7:00am-7:00pm Sat 2:00pm-7:00pm Sun 9:00am-5:00pm Appt. Only Email: theresa@wcnotaryservices.com	\$25.00	Cash Cashier's Check Company Checks Corporate Accounts Credit/Debit Cards Money Orders
Calistoga Calistoga Police Dept 1235 Washington St Calistoga, CA 94515 (707)942-2818	Mon, Tue, Wed, Thur 9:00am-2:00pm Fri, Sat, Sun 11:00am-8:00pm Walk-ins Email: jmill@ci.calistoga.ca.us	\$50.00	Cash Checks
Napa Napa Co. Sheriff's Dept. 1535 Airport Blvd. Napa, CA 94558 (707) 253-4440	M-F Appt. only	\$10.00	Cash Cashier's Check Money Order Checks
Napa Napa Police Department 1539 First Street Napa, CA 94559 (707) 257-9573	M-F (9am-11am) Appt. only	\$24.00	Cash
Napa Photo Pro 1258 Trancas St Napa, CA 94558 (707)257-9573	M-F (9:30am-6:30pm) Sat (10:00am-5:00pm) Walk-ins	\$20.00	Billing Accounts Cash Cashier's Check Company Check Credit/Debit Cards Money Order

Napa The UPS Store #3940 4225 Solano Ave Napa, CA 94558 (707) 258-2454	M-F (8:30am-6:30pm) Sat (9:00am-5:00pm) Walk-ins and Appts. Email: store3940@theupsstore.com	\$20.00	Billing Accounts Cash Cashier's check Checks Company checks Credit/Debit Cards Money Order
Napa The UPS Store #4516 952 School Street Napa, CA 94559 (707) 265-6011	M-F (8:30am-6:30pm) Sat (9:00am-5:00pm) Walk-ins and Appts. Email: store4516@theupsstore.com	\$20.00	Billing Accounts Cash Cashier's check Checks Company checks Credit/Debit Cards Money Order
St. Helena St. Helena Police Dept. 1480 Main Street St. Helena, CA 94574 (707) 967-2850	M-F (7:00am-10:00am) (7:00pm-9:00pm) Walk-ins	\$50.00	Billing Accounts Cash Cashier's check Checks Company checks Credit/Debit Cards Money Orders
SONOMA COUNTY			
Location	Hours	Rolling Fee	Acceptable Forms of Payment
Petaluma AMERIPRINTS, LiveScan Services 755 Baywood Dr. 2nd Floor #205 Petaluma, CA 94954 (707)588-9866	M-F (9:00am-5:00pm) Appt. Only Email: info@ameriprints.com	\$18.00	Business Accounts Available Cash Cashier's Checks Credit Cards Money Orders
Petaluma The UPS Store #0995 911 Lakeville St. Petaluma, CA 94952 (707)763-5005	Mon, Tue, Fri (9:00am-5:00pm) Wed, Thur (9:30am-4:30pm) Sat (10:00am-3:00pm) Walk-Ins Email: store0995@theupsstore.com	\$25.00	Cash Credit/Debit Cards

<p>Rohnert Park AMERIPRINTS Live Scan Fingerprint Services 5685 Redwood Dr. Ste. 101 Rohnert Park, CA 94928 Contact: (707) 588-9866</p>	<p>M-F (9am-6pm) Walk-ins or Appt. Sat (10am-3pm) Walk-ins or Appt. E-mail: info@ameriprints.com</p>	<p>\$18.00</p>	<p>Business Accounts Available Cash Cashier's Checks Credit Cards Money Orders</p>
<p>Rohnert Park Rohnert Park Dept. of Public Safety 500 City Hall Drive Rohnert Park, CA 94928 Contact: (707) 588-3579</p>	<p>M-Th (9:30am-12pm, 1:30-3:30pm) Appt. only Rohnert Park/Cotati Resident Only</p>	<p>\$20.00 Residents</p>	<p>Cash Cashier's Check Checks Money Orders</p>
<p>Santa Rosa Airport Medical Clinic 3775 Brickway Blvd, Ste 110 Santa Rosa, CA 95403 (707)526-5888</p>	<p>M-F (9:30-12:00pm) (2:00pm-5:00pm) Walk-ins</p>	<p>\$20</p>	<p>Cash Cashier's Checks Credit/Debit Cards Money Order</p>
<p>Santa Rosa AMERIPRINTS Live Scan Fingerprint Services 2675 Cleveland Ave #7 Santa Rosa, CA 95403 (707) 566-1929</p>	<p>M-F (9:00am-5:00pm) Appt. only Email: info@ameriprints.com</p>	<p>\$18.00</p>	<p>Billing Accounts Cash Cashier's Check Company checks Corporate Accounts Money Orders Debit/Credit Checks</p>
<p>Santa Rosa Brick Station Post 4241 Montgomery Dr Santa Rosa, CA 95405 (707)230-2336</p>	<p>M-F (9:00am-:00pm) Sat (10:00am-3:00pm) Appt. only Email: brickstationpost@gmail.com</p>	<p>\$25.00</p>	<p>Billing Accounts Cash Corporate Accounts Credit/Debit Cards</p>

<p>Santa Rosa Gil's Business Tax Services, Inc 1534 Sebastopol Rd Santa Rosa, CA 95407 (707) 523-2192</p>	<p>M-F (9:00am-7:30pm) Walk-ins and Appt Sat (9:00am-5:00pm) Walk-ins and Appt Sun (9:00am-4:00pm) Appt only</p> <p>Email: gil@gilstax.com</p>	<p>\$25</p>	<p>Billing Accounts Cash Checks Company Checks Corporate Accounts Credit/Debit cards</p>
<p>Santa Rosa Postal Plus, Inc 422 Larkfield Center Santa Rosa, CA 95403 (707)528-6400</p>	<p>M-F (9:00am-5:00pm) Walk-ins and Appt Sat (10:00am-2:00pm) Appt only</p>	<p>\$30.00</p>	<p>Billing Accounts Cash Cashier's Check Company Checks Corporate Accounts Credit/Debit Cards Money Order</p>
<p>Santa Rosa Reyes Legal Document Service 3558 Round Barn Blvd Set 200 Santa Rosa, CA 95403 (707)721-2600</p>	<p>Email: judy@reyesdocuments.com</p>	<p>\$25</p>	<p>Billing Accounts Cash Cashier's Check Company Check Credit/Debit Cards Money Order</p>
<p>Santa Rosa Sonoma County Office of Education 5340 Skylane Blvd Santa Rosa, CA 95403 (707)524-2812</p>	<p>M-F (8:00am-4:30pm) Appt. only</p> <p>Email: lpinochi@scoe.org</p>	<p>\$28</p>	<p>Cash Checks Credit/Debit Cards</p>
<p>Santa Rosa The Central Office 1275 4th St Santa Rosa, CA 95404 (707)576-1155</p>	<p>M-F (9:00am-5:15pm) Sat (10:15-2:15) Walk-ins and Appt</p>	<p>\$25.00</p>	<p>Billing Accounts Cash Cashier's Check Checks Company Checks Corporate Accounts Credit/Debit Cards IIS Escrow Accounts Money Order</p>

Santa Rosa The UPS Store #5804 1415 Fulton Rd Ste 205 Santa Rosa, CA 95403 (707)568-1123	M-F (8:30am-6:30pm) Sat (9:00am-5:00pm) Walk-ins Email: store5804@theupsstore.com	\$25	Billing Accounts Cash Cashier's Check Credit/Debit Cards Money Order
Santa Rosa The UPS Store #0359 1007B West College Ave Santa Rosa, CA 95401 (707)578-6062	M-F (9:00am-6:00pm) Sat (11:00am-4:00pm) Walk-ins Email: store0359@theupsstore.com	\$20	Billing Accounts Cash Cashier's Check Credit/Debit Cards Money Order
Santa Rosa The UPS Store #1894 2777 Yulupa Ave Santa Rosa, CA 95405 (707)546-1565	M-F (8:30am-5:30om) Sat (9:00am-3:30pm) Walk-ins Email: store1894@theupsstore.com	\$30.00	Billing Accounts Cash Corporate Accounts Cashier's Check Credit/Debit Cards Money Order
Santa Rosa The UPS Store #4739 2360 Mendocino Ave, Ste #A2 Santa Rosa, CA 95403 (707) 523-0913	M-F (10:00am-4:00pm) Appt only Email: store4739@theupsstore.com	\$30.00	Cash Company Check Credit/Debit Cards
Santa Rosa The UPS Store #6261 2665 Santa Rosa Ave Santa Rosa, CA 95407 (707) 546-2587	M-F (8:30am-6:30pm) Sat (9:00am-5:00pm) Walk-ins Email: store6261@theupsstore.com	\$25.00	Cash Cashier's Check Credit/Debit Cards Money Order
Santa Rosa Tru Scan Fingerprint Services 2324 4th Street Santa Rosa, CA 95404 (707) 566-7226	M-F (9:00am-6:00pm) Walk-ins Email: truscanmail@gmail.com	\$26.00	Billing Accounts Cash Cashier's Check Checks Company Checks Corporate Accounts Credit/Debit Cards Money Order

<p>Sebastopol Sebastopol Police Dept. 6850 Laguna Park Way Sebastopol, CA 95472 Contact: (707) 829-4400</p>	<p>Tue, Wed, Thur (10:30am-2:30pm) Sat (9:00am-12:00pm) Walk-ins</p>	<p>\$20.00</p>	<p>Cash Credit Cards</p>
<p>Sebastopol The UPS Store #6312 125 So Main St Sebastopol, CA 95472 (707)823-8300</p>	<p>M-F (8:30am-6:30pm) Sat (9:00am-5:00pm) Walk-ins and Appt Email: store6312</p>	<p>\$30</p>	<p>Cash Cashier's Check Checks Company Checks Credit/Debit Cards Money Order</p>
<p>Sonoma Reyes Legal Document Service 1051 Broadway, Suite A Sonoma, CA 95476 (707)721-2600</p>	<p>M-S (9:00am-6:00pm) Appt. only judy@reyesdocuments.com</p>	<p>\$30</p>	<p>Cash Cashier's Check Checks Company Checks Credit/Debit Cards Money Order</p>
<p>Sonoma The UPS Store #1743 19201 Sonoma Highway Sonoma, CA 95476 (707)935-3438</p>	<p>M-F (8:00am-6:00pm) Sat (8:00am-4:00pm) Walk-ins Email: store1743@theupsstore.com</p>	<p>\$30</p>	<p>Billing Accounts Cash Credit/Debit Cards</p>
<p>Windsor Fernando Marron Insurance Agency 9940 Starr Rd Suite 180 Windsor, CA 95492 (707)836-9790</p>	<p>M-F (9:30am-12:00pm) (1:00pm-5:00pm) Walk-ins Email: identityprints@yahoo.com</p>	<p>\$25.00</p>	<p>Billing Accounts Cash Corporate Accounts Credit/Debit Cards</p>