ATTENTION ALL APPLICANTS

All applicants are requested to utilize electronic fingerprint submission. Attach a copy of the receipt for electronic fingerprint submission to the application. Failure to provide correct ORI number will cause a delay in the processing. Out of state applicants must utilize option 2.

Agency Name: Commerce and Insurance
Applicant Type: Real Estate
ORI#: TN920784Z

Option 1: Identogo (MorphoTrust USA) (Electronically scanned fingerprint submissions) Morpho Trust USA will scan and transmit your fingerprints to the TBI and the FBI. You should make an appointment with MorphoTrust USA who will transmit the applicant's fingerprints to the TBI and FBI for processing. The report will be received by this office. You will submit payment for fingerprint processing directly to MorphoTrust USA. Applicants must take approved identification documents to the appointment with MorphoTrust USA. Please refer to the list of acceptable identification at http://www.identogo.com/home.aspx

Online Scheduling: http://www.identogo.com/home.aspx

- Select TN for the state
- Select Digital Fingerprinting
- Select New Appointments
- Select Dept. Commerce & insurance
- Select Real Estate

Complete the steps required to schedule your fingerprints.

Option 2: Applicants, who reside out of TN or are physically unable to go to a location, use MorphoTrust’s Card Scan serv1ce. This program utilizes advanced scanning technology to convert a traditional fingerprint card (hard card) into an electronic fingerprint record. Converting a "hard card" into an electronic record enables an applicant to have their fingerprint record processed as quickly as if they had traveled to an electronic fingerprint processing location. Please click on link for further instructions. https://tn.ibtfingerprint.com/

* Notification and Record Challenge: Your fingerprints will be used to check the criminal history records of the FBI. You have the opportunity to complete or challenge the accuracy of the information contained in the FBI identification record. The procedure for obtaining a change, correction, or updating an FBI identification record are set forth in Title 28, CFR, 16.34