Background WebChecks – The Shelby County Sheriff's Office provides background histories using the Ohio BCI/FBI WebCheck service.

- Appointments are scheduled Monday-Friday from 8:00 a.m.-3:30 p.m.
  Backgrounds will **NOT** be completed without an appointment.
- Please call 937-494-2118 to schedule an appointment.

- There is no appointment required for fingerprint cards. Please pay at the front office before being fingerprinted.

- Please fill out the **Webcheck Application** completely.
  Under "Reason for Background", please provide the BCI or FBI codes. We will not schedule an appointment without them. We cannot advise what type of transaction you need (BCI only, FBI only, or a combination FBI/BCI). You can contact Ohio BCI with any questions.

- Payments for backgrounds are with a credit card or exact cash only.
  NOTE: There is a $2.00 fee automatically accessed by the machine for credit card transactions.

WEBCHECK FEES

BCI (OHIO ONLY)	$35.00
FBI (FEDERAL ONLY)	$30.00
BOTH (BCI & FBI)	$65.00
FINGERPRINT CARDS	$30.00 PER PERSON

REQUIREMENTS:

A photo ID or driver's license is required.

Must provide exact address for the WebCheck results to be mailed to, and circle if a direct copy needs sent.

A parent or guardian will have to be present for any WebCheck applicant under the age of 18.