

GCIC OPERATIONS BULLETIN 2013-01

SUBJECT: **GCIC User and GAPS Fee Changes**

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1. ***Effective March 1, 2013*** the Georgia Crime Information Center (GCIC), a division of the Georgia Bureau of Investigation (GBI), will revise the fees for state fingerprint-based criminal history record information (CHRI) checks submitted for employment, contractor or licensing purposes. These changes are a result of the significant revenue shortfalls experienced by the State of Georgia, which necessitate that GCIC recover the costs incurred in conducting fingerprint-based CHRI searches.
2. The new state fee will be \$27.75 and \$44.25 for both a state and federal check.
3. Exceptions to the new fees are:

State Agency Employment: GCIC will continue to waive the state fee for fingerprint-based CHRI checks for state agency employment. The state fee will not be waived for fingerprint-based CHRI checks for state contractors.

Criminal Justice Employment: There are no changes to fingerprint-based CHRI checks for criminal justice employment. There is no FBI or state user fee charged for these submissions.

Volunteers: The new state fee for volunteer checks will be \$25.75. The FBI fee for volunteer checks is \$15.00. Hence, the revised fee for a state and FBI fingerprint-based CHRI check for a volunteer will be \$40.75.

4. Agencies are encouraged to utilize the Georgia Applicant Processing Services (GAPS) for their applicants, contractors, and potential licensees. Payment for CHRI checks may be made during the registration process on GAPS or GAPS fingerprint sites will collect the fee at the time of fingerprinting, which eliminates the need for agencies to collect and process fees for fingerprint-based CHRI checks. There will be a reduction in the GAPS fees effective March 1, 2013. The new vendor charge for GAPS usage will be \$8.50. Visit the GAPS website at www.ga.cogentid.com for complete details on the GAPS background check process, fingerprint locations and to enroll your agency.

5. The previous and revised fees are in the table below:

**GCIC Revised Criminal History Record Check Fees
(Effective March 1, 2013)**

Current Service	Previous Fee	New Fee	Previous w/GAPS Fee	New w/GAPS Fee
State Check Only	\$20.75	\$27.75	\$33.65	36.25
State and Federal Check	\$37.25	\$44.25	\$50.15	52.75
Volunteer State Check Only	\$18.75	\$25.75	\$31.65	34.25
Volunteer State and Federal Check	\$33.75	\$40.75	\$46.65	49.25

6. All applicant fingerprint transactions submitted as of 12:00:01 a.m. on March 1, 2013 will be billed at the new rates.

Approved: 
Terry D. Gibbons, Deputy Director for GCIC

1/24/2013
Date