

Obtaining Criminal History Background Checks

1. The court is unable to provide individuals with criminal history background information. All requests (fingerprints required) must be made to the State Bureau of Identification (SBI) of the Delaware State Police.
2. The fee for each criminal history is \$52.50.
3. All criminal history results will be mailed to the individuals in approximately 4-6 weeks
4. To obtain a copy of your nationwide criminal history you must submit a fingerprint card to the FBI with the appropriate fee. SBI can provide the necessary fingerprint card for a fee of \$10.00.

Below is the schedule for fingerprinting to obtain your criminal history:

Kent County (no appointment needed except for DPC Applicants)

The office is located at 655 South Bay Road, Suite 1B, Dover, DE 19901, in the Blue Hen Corporate Center. Enter the road between Kent County Levy Court and Firestone, then follow the fingerprint signs.

Hours of operation are:

- Mondays, 8:30 a.m. to 6:30 p.m.
- Tuesday through Friday, 8:30 a.m. to 3:30 p.m.
- For Questions or to Schedule an Appointment, call [\(302\) 739-5871](tel:3027395871)

The results of the completed certified criminal history will not be returned the same day. The results will be forwarded to the recipient as soon as operationally possible.

- [Holiday Closing Schedule](#)

Sussex County (by appointment only)

The office is located inside the Thurman Adams State Service Center located at 546 S. Bedford Street, Room 202, Georgetown, DE.

Hours of operation are:

- Monday –Thursday, 8:30 a.m. – 3:30 p.m.
- For Questions or to Schedule an Appointment, call [\(302\) 739-2528](tel:3027392528).
- **CASH IS NOT ACCEPTED** at this location.

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- [Holiday Closing Schedule](#)

New Castle County (by appointment only)

The office is located at Delaware State Police Troop 2, on Route 40, in Bear, just west of the Fox Run Shopping Center, between routes 72 and 896, across from the Glasgow walking park and next to the YMCA.

The hours of operation are:

- Mon, Wed, Thurs, and Fri, 8:30 a.m. to 3:15 p.m.
- Tuesday, 11:30 a.m. to 6:15 p.m.
- For Questions or to Schedule an Appointment, call [\(302\) 739-2528](tel:3027392528).

The results of the completed certified criminal history will not be returned the same day. The results will be forwarded to the recipient as soon as operationally possible.

- [Holiday Closing Schedule](#)

To schedule an APPOINTMENT (if necessary) call [1-800-464-4357](tel:18004644357)

This information comes from the State Bureau of Identification (SBI) and not from the court. Please contact SBI or go to their [website](#) for the most current information.