

HOW TO COMPLETE THE FBI FD-258 CARD

Fill in all the boxes as detailed below

APPLICANT <small>* See Privacy Act Notice on Back</small>		LEAVE BLANK		TYPE OR PRINT ALL INFORMATION IN BLACK								FBI		LEAVE BLANK							
FD-258 (REV.12-10-07)				LAST NAME	NAM	FIRST NAME	MIDDLE NAME														
SIGNATURE OF PERSON FINGERPRINTED		12		ALIASES AKA			O R I														
RESIDENCE OF PERSON FINGERPRINTED		13		CITIZENSHIP CTZ			2	SEX	3	RACE	4	HGT.	5	WGT	6	EYES	7	HAIR	8	DATE OF BIRTH	DOB
DATE		14		SIGNATURE OF OFFICIAL TAKING FINGERPRINTS			YOUR NO. OCA		LEAVE BLANK												
EMPLOYER AND ADDRESS		15		FBI NO. FBI			CLASS					PLACE OF BIRTH		10		POB					
REASON FINGERPRINTED				ARMED FORCES NO. MNU			REF.					SOCIAL SECURITY NO.		11		SOC					
				MISCELLANEOUS NO. MNU																	

- NAME** – Last name , First Name , Middle Name
- CITIZENSHIP** – Country of Citizenship (ex. USA)
- SEX** – Sex of the Applicant (**M** = Male or **F** = Female)
- RACE** – Race must be indicated by one of the following alphabetic characters:
A = Asian, B = Black, I = American Indian or Alaskan Indian, U = Unknown, W = White
- HEIGHT** – Height of Applicant in Feet and Inches (ex. 5' 6")
- WEIGHT** – Weight of Applicant in pounds (ex. 220)
- EYE COLOR** –
- HAIR COLOR**

Black - BLK	Hazel - HAZ
Blue - BLU	Maroon - MAR
Brown - BRO	Multicolored - MUL
Gray - GRY	Pink - PNK
Green - GRN	

Bald - BAL	Green - GRN
Black - BLK	Orange - ONG
Blonde (or strawberry) - BLN	Purple - PLE
Blue - BLU	Pink - PNK
Brown - BRO	Red (or auburn) - RED
Gray (or partially gray) - GRY	Sandy - SDY
	White - WHI
	Unknown - XXX

- DATE OF BIRTH** – Month, Day, Year
- PLACE OF BIRTH** – If in the US list state only, if outside the US list country only.
- SOCIAL SECURITY NUMBER** - optional
- SIGNATURE OF APPLICANT** – Full legal signature
- RESIDENCE OF APPLICANT** – Current place of residence including street address, city, state & zip
- FINGERPRINTING DATE** – *To be completed by Fingerprinting Official*
- SIGNATURE OF OFFICIAL FINGERPRINTING APPLICANT** – *To be completed by Fingerprinting Official*

ALL OF THE REMAINING BOXES ARE TO BE LEFT BLANK UNLESS THE REQUESTING AGENCY REQUESTS ANY FURTHER INFORMATION IN THOSE BOXES.