

Out of State FBI CBC

If you have not already completed the on-line application, please go to the Board's website at www.ncptboard.org and click on the green [Apply Online](#) button on the home page.

1. Complete the on-line application. After submitting and payment, the next steps will walk you through choosing where you will complete your fingerprinting for the FBI Criminal Background check.

Check the box for out of state will have a packet mailed to you (Fingerprint Card).

2. CBC additional documents will be on the last page of the on-line application. Complete the forms electronically (Authority for Release Form, Application Information Form) and then print.

Out-of-State
Take to police department:
- ARI
- Application Information Form
- Fingerprint Cards

3. Out-of-State
- mail all 3 documents back to the Board.

ARI forms must
be received at
the NC PT
Board office.