



STATE OF DELAWARE  
DEPARTMENT OF ELECTIONS

Information regarding Background Check Requirement for Candidates  
for Statewide Office, the General Assembly, or any Elected County Office

**NOTICE: Delaware law does not require Background Checks for Candidates for Federal Office and City of Wilmington Office**

Pursuant to 15 Del. C. § 3002, § 3106, § 3301, § 3402 and § 7103, all candidates for statewide office, the General Assembly, and any elected County office must request a criminal history background check from the State Bureau of Identification (“SBI”) no later than the filing deadline.

Candidates filing after January 1, 2024, must provide the Department of Elections proof that they have requested a criminal background check before being nominated for the office or filing as a candidate for the office. At the time of candidate filing or nomination, once the candidate has submitted proof they have requested a criminal history background check, and all other filing or nomination documentation has been fulfilled and verified, candidates will be considered *provisional* candidates and the candidate will be posted with the status of “provisional” in the listing of candidates on the Department’s website.

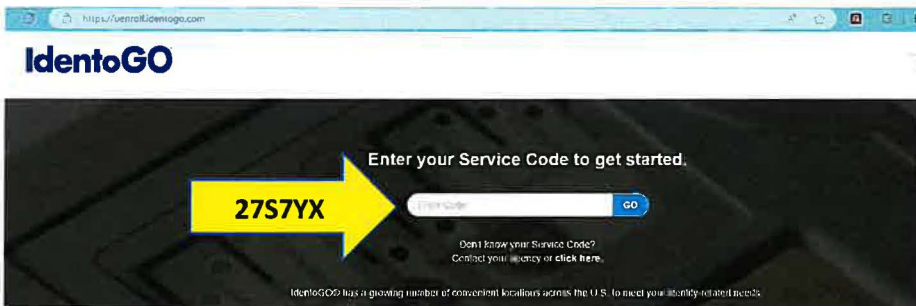
Pursuant to 15 Del. C. § 302, the State Election Commissioner will receive and review each individual candidate’s completed criminal history background check and determine whether an individual is qualified under Section 21 of Article II of the Delaware Constitution to be a candidate for election for public office. Once the Commissioner has determined a candidate is *qualified*, the Department will change the candidate’s status from “provisional” to “qualified” on the candidate list on the Department’s website, and the candidate nomination or filing will be considered official and the candidate qualified for public office with respect to Section 21, Article II of the Delaware Constitution.

Information on obtaining a criminal history background check is available on the Delaware State Police website, <https://dsp.delaware.gov/obtaining-a-certified-criminal-history/>.

There are **9 locations** statewide serving individuals who need to obtain a criminal history background check. When an individual makes an appointment, they may choose from any of the available locations.

The fee for a certified State of Delaware Criminal History is **\$72.00**. Please note that the Department cannot accept this payment on behalf of the SBI.

SBI encourages individuals to make an appointment online at <https://uenroll.identogo.com>. On the portal, enter the Department of Elections Service Code, **27S7YX** in the “Enter Code” field:



Once an individual has made an appointment, SBI will email the individual confirming the appointment. Candidates may show this email to the Department as proof they have requested a criminal history background check.

PLEASE NOTE: Individuals who do not have access to the internet may call SBI to schedule an appointment at 1-866-761-8069. Candidates may make the call to schedule their appointment for a criminal history background check at the time they submit their nomination or filing paperwork in the presence of Department staff, which will serve as proof to the Department that the candidate has requested the appointment.

**Please see the Identogo Fingerprint Service Code Form on the next page for criminal history background check appointment information.**

**Service Name:**

**Department of Elections – State/General Assembly /County Candidate**

To Schedule your ten-minute fingerprint appointment, simply visit

<https://uenroll.identogo.com> and enter the following Service Code:

**27S7YX**

*Service Code is unique to your hiring/licensing agency. Do not use this code for another purpose.*

**Please bring one of the identification documents from the list below to your enrollment appointment. Identification must be valid, not expired, and contain a photograph of the applicant.**

- Driver's License issued by a State or outlying possession of the U.S.
- Driver's License PERMIT issued by a State or outlying possession of the U.S.
- Driver's License PAPER/TEMPORARY issued by a State or outlying possession of the U.S.
- Enhanced Driver's License (EDL)
- Commercial Driver's License issued by a State or outlying possession of the U.S.
- Commercial Driver's License PERMIT issued by a State or outlying possession of the U.S.
- ID card issued by a federal, state, or local government agency or by a Territory of the United States
- Enhanced Tribal Identification Card (for federally recognized U.S. tribes)
- Department of Defense Common Access Card
- Uniformed Services Identification Card (Form DD-1172-2)
- U.S. Military Identification Card
- U.S. Coastguard Merchant Mariner Card
- Military Dependent's Identification Card
- U.S. Passport
- Foreign passport
- Permanent Resident Card or Alien Registration Receipt Card (Form I-551)
- Employment Authorization Card/Document (I-766) that contains a photograph
- Canadian Driver's License
- Foreign Driver's License (Mexico and Canada Only)
- U.S. Visa issued by the U.S. Department of Consular Affairs for travel to or within, or residence within, the United States

Name Linking Documents (only needed if name on identification does not match name in registration):

- Original or Certified Copy of a Court Ordered Name Change Document (to include marriage certificates and divorce decrees)



Don't have access to the Internet? You can still schedule an appointment by calling **866.761.8069**.