

# PRIVACY ACT STATEMENT/PAYMENT OF FEES TO NSP-CID

NEBRASKA LIQUOR CONTROL COMMISSION  
301 CENTENNIAL MALL SOUTH  
PO BOX 95046  
LINCOLN, NE 68509-5046  
PHONE: (402) 471-2571  
FAX: (402) 471-2814  
Website: [www.lcc.nebraska.gov](http://www.lcc.nebraska.gov)

## **THIS FORM IS REQUIRED TO BE SIGNED BY EACH PERSON BEING FINGERPRINTED:**

*This privacy act statement is located on the back of the FD-258 fingerprint card.*

Authority: The FBI's acquisition, preservation, and exchange of fingerprints and associated information is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.

Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information / biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI.

Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.

As of 03/30/2018

The FBI Privacy Act Statement can be found at <https://www.fbi.gov/services/cjis/compact-council/privacy-act-statement>.

### **Applicant Notification of Procedures for Obtaining an Amendment to an FBI Record**

Your fingerprints will be used to check the criminal history records of the FBI. You have the opportunity to complete or challenge the accuracy of the information contained in the FBI identification record. The procedure for obtaining a change, correction, or update of an FBI criminal history record are set forth at 28 CFR 16.34. Information regarding this process may be found at <https://www.fbi.gov/services/cjis/identity-history-summary-checks> and <https://www.edo.cjis.gov>.

## **DIRECTIONS FOR SUBMITTING FINGERPRINTS AND FEES**

- **Submit both pages of this form to NLCC with your application. THIS FORM MUST BE SIGNED BY EACH PERSON REQUIRED TO BE FINGERPRINTED.**
- **FAILURE TO FILE FINGERPRINT CARDS AND PAY THE REQUIRED FEE TO THE NEBRASKA STATE PATROL WILL DELAY THE ISSUANCE OF YOUR LIQUOR LICENSE**
- Fee payment of **\$55.00 per person** **MUST** be made **DIRECTLY** to the Nebraska State Patrol. *(As of September 1, 2026, this fee is increasing to \$80.00.)*
  - It is recommended to make payment through the **NSP PayPort** online system at [www.ne.gov/go/nsp](http://www.ne.gov/go/nsp)
- A check made payable to **NSP** can be mailed directly to NSP – CID at the address below. **\*You must indicate on your check who the payment is for (the name of the person being fingerprinted) and the payment is for a Liquor License.**
- Fingerprints taken at local law enforcement offices may be released to the applicants and should be mailed to  

The Nebraska State Patrol – CID Division  
4600 Innovation Drive  
Lincoln, NE 68521
- Fingerprints taken at NSP LIVESCAN locations will be forwarded to NSP – CID

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Premises Name \_\_\_\_\_

Name of Person Being Fingerprinted: \_\_\_\_\_

Date of Birth of Person Being Fingerprinted: \_\_\_\_\_

Last 4 digits of Social Security Number of Person Being Fingerprinted \_\_\_\_\_

Location where fingerprints were taken: \_\_\_\_\_ Date fingerprints were taken: \_\_\_\_\_

Payment made to NSP:    NSP PAYPORT    CASH    CK # \_\_\_\_\_

Fingerprints on file with the commission for an application less than two (2) years ago? YES

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**SIGNATURE OF PERSON BEING FINGERPRINTED REQUIRED**