Go to: https://me.ibtfingerprint.com/

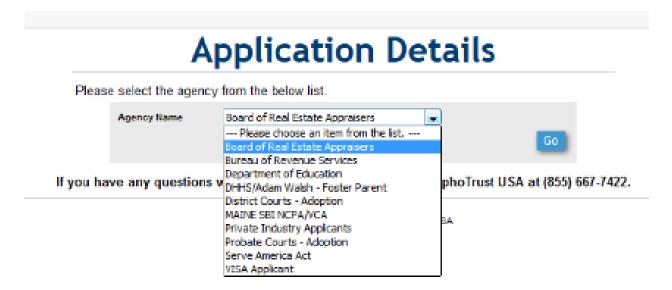


Maine

Fingerprinting & Enrollment Services



For new IN STATE appointments please click on first GREEN box on the left. The second green box from the left is those applicants from OOS (out of state) that do not need to set up an appointment. There are options to reschedule an appointment and set up to be re-fingerprinted due to rejection.



Your agency should select the Board of Real Estate Appraisers to register under your program. Once you have selected you must press GO button.



Registrant will need to select YES is this is the correct fingerprint type.

Appointment Details

If you are using assistive technology (such as a screen reader) or have problems using the scheduler below, please follow this link to our alternative appointment scheduler.



Client will now navigate through the appointment screens to determine location, date and time to be fingerprinted. **All the screens are not shown for this process.

Applicant Information

Instructions

Email

Items marked with an * are required. A red exclamation mark will appear to the right of any field

that has an error. Click on the exclamation mark for a description of the error. **Applicant Name** Prefix First Name * Middle Name Last Name * Suffix **Applicant Alias or Maiden Name** Prefix First Name Middle Name Last Name Suffix Add Alias (up to 5) **Applicant Mailing Address** Street Name * Unit Designator Country * City * Zip Code * State * United States Methods of Contact Phone 1 Type * Phone 2 Phone 2 Type Phone 1 * ###-###-### ###-###-###

Client will then enter their personal information including address, contact information, and descriptors.

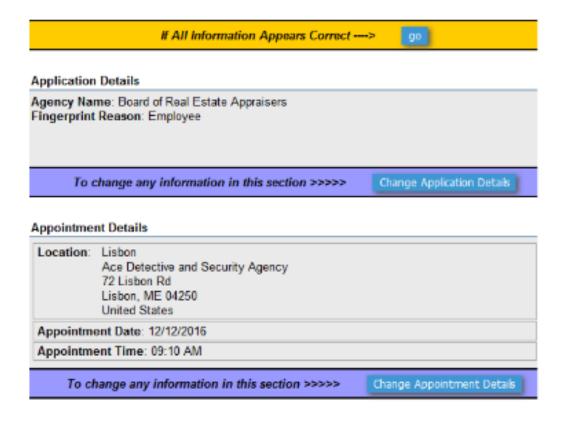
Confirm Email

Information Verification

YOUR APPOINTMENT IS NOT YET COMPLETE

Please review all of the following information.

If any of this information is incorrect, please click the change button at the bottom of each section to make any needed changes to that section.



Then a confirmation screen to review all their information. The opportunity to change and update personal information and appointment can be completed.



This is just a confirmation screen of how the payment will be taken (next steps).

Registration Complete

Register Another Applicant

Print.

Your payment has not been received yet. Please complete payment by following the instructions given below in the Payment Details section.

Registration Completed for Jane Doe

Appointment Details

Location Lisbon Ace Detective and Security Agency 72 Lisbon Rd Lisbon, ME 04250 United States Get directions from Google Maps

Appointment:

Date: 12/12/2016 Time: 09:10 AM

Registration ID A116087881A

Payment Details

Please make your payment now | Continue to Make Payment >

If you do not successfully make a payment using our online system, you will not be fingerprinted on the day of your appointment.

Your total is \$52.00.

Reminders

You will be required to show identification at your fingerprinting appointment. Acceptable forms of personal identification must be current and valid.

A <u>Drivers License</u> (issued by any state), <u>Passport</u>, or <u>Photo Identification Card</u> (issued by a municipality, county or state in lieu of a drivers license or a military ID) are acceptable forms of identification.

Application Details

Agency Name: Board of Real Estate Appraisers

Fingerprint Reason: Employee

Client MUST click on blue link to make payment. Once payment is done a confirmation screen should appear from payment processing center. If an e-mail address is given then an e-mail will be sent to the registrant on their appointment specifics.