

# Fingerprinting Procedure

Fingerprinting is done at the Police Department Building on Route 202.  
The hours are:

- |                      |                      |
|----------------------|----------------------|
| - Monday - Friday    | 10:00 AM- 12:00 Noon |
| - Tuesday- Wednesday | 6:00 PM- 8:00 PM     |
| - Saturday & Sunday  | 7:00 AM- 11:00 AM    |

\*\*\* Call Dispatch prior to arriving at the Police Department to verify that fingerprinting is available at that time; 860- 355- 3133.

\*\* Remember to bring a photo ID with you (school ID's acceptable) and a letter from the town department from which you are requesting to volunteer.

**Return fingerprinting cards to Personnel Office for processing. The Personnel Office is located at the Town Hall, 10 Main Street, New Milford, CT.**

**Thank you!**

**Diane P. Bogues  
Personnel Secretary  
Town of New Milford  
860- 355- 6089**



# TOWN OF NEW MILFORD

Department of Social Services  
40 Main Street 2<sup>nd</sup> Floor, New Milford, Connecticut 06776  
Telephone (860) 355-6079 • Fax (860) 355-6019

## MEMO

Date: \_\_\_\_\_

To: New Milford Police Department  
49 Poplar Street  
New Milford CT 06776

Re: Fingerprinting

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\_\_\_\_\_ is being fingerprinted for volunteer work with  
(Name of Volunteer)

New Milford Social Services.

Thank you,

*Ivana F Butera*

Ivana Butera, MSW  
Social Worker  
Volunteer coordinator