



COUNTY OF SAN LUIS OBISPO

DEPARTMENT OF AGRICULTURE / WEIGHTS & MEASURES

Martin Settevendemie *Agricultural Commissioner / Sealer of Weights & Measures*

Criminal History Report for Industrial Hemp Registration – New 2020 California State Requirement for all Industrial Hemp Registrants

In accordance with [California Food & Agricultural Code \(FAC\) 81013](#), which became effective on January 1, 2020, and [California Code of Regulations \(CCR\) Section 4902](#); any person convicted of a controlled substance related felony in the past ten years is ineligible to obtain a hemp cultivation registration from the state of California. More information can be found in the California Industrial Hemp Law and Regulations.

To obtain a new hemp cultivation registration in 2020, or renew an existing registration, all applicants will need to demonstrate that they meet FAC 81013 and CCR 4902 requirements by obtaining a Criminal History Report (CHR) for all key participants. The CHR along with the annual registration fee and application must be submitted to the SLO Agricultural Department. Key participants are defined in CCR 4902 as any sole proprietor, partner, or person with executive managerial control in a corporation producing industrial hemp; this means that some applicants may be required to submit criminal history reports for multiple individuals along with their application.

The criminal history reports must be obtained through the Federal Bureau of Investigation (FBI). The FBI call these reports "Identity History Summary Checks," and there are three options to submit a request to obtain them:

1. Electronically Submit Request Directly to the FBI.

The turnaround for this option is about 4-6 days. The application form is submitted electronically (online) and it is recommended that the fingerprints are taken at any of the participating U.S. Post Office locations. The closest office for San Luis Obispo County is the one located on 1961 N Street, Oxnard CA 93036 (805-278-7615). Pre-registration is required. If you choose not to use a participating USPS Office to submit your fingerprints electronically, then you will need to mail your completed fingerprint card, along with your confirmation email, to the address listed.

2. Submit Your Request Directly to the FBI via the Mail

The turnaround for this option can be 4 to 6 weeks. You would need to fill out an [Applicant Information Form](#). After the form is filled out, printed it, and signed it; mailed it along with your fingerprints to:

FBI CJIS Division – Summary Request
1000 Custer Hollow Road
Clarksburg, West Virginia 26306

County of San Luis Obispo Department of Agriculture / Weights & Measures

2156 Sierra Way, Suite A | San Luis Obispo, CA 93401 | (P) 805-781-5910 | (F) 805-781-1035

<http://www.slocounty.ca.gov/AgComm> | AgCommSLO@co.slo.ca.us

3. **Submit Your Request to an FBI-Approved Channeler**

[Fieldprint USA](#), [Inquiries Screening](#) and [National Background Information](#) are three channelers that for a fee can help you obtain your criminal history from the FBI.

- [Fieldprint USA](#)
Applicants need to sign up on the website and enter their information as required by the FBI. Then they would need to get their fingerprints at one of the channeler's two locations (Santa Maria and Paso Robles). The fingerprints are sent automatically from the scanning machine to FieldPrint. During Covid-19 quarantine, only the Santa Maria location has been operating.
- [Inquiries Screening](#)
Applicants choosing this channeler would need to fill out the form on their website. Then they need to have their fingerprints (two sets) taken and sent to the location specified on the email the channeler sends to applicants. Fingerprints must be mailed (expedited) to the channeler. Inquiries Screening will put together a package in electronic form that they will send to the FBI.
- [National Background Information](#)
Applicants would need to submit their application electronically. Fingerprints must be done at one of the channeler's preferred Live Scan locations. The fingerprints are electronically submitted to the channeler who sends the whole package, in electronic format, to the FBI. During Covid-19 quarantine most of this channeler's preferred Live Scan locations are not taking fingerprints.

All the channelers claim they get results within 24-48 hours after they submit the application and fingerprints to the FBI.