

# HOW TO GET YOUR RAP SHEET

If you are certain that you only have convictions or arrests in San Francisco County...

You can get your San Francisco County RAP sheet by going to:

San Francisco Police Department Identification Bureau  
Hall of Justice  
850 Bryant Street, Room 475, 4th Floor  
San Francisco, CA 94103

Monday Friday: 8:00 a.m. - 3:00 p.m.

Fee: \$0

If you have convictions or arrests outside of San Francisco County or are unsure if you do...

You should get your statewide California Department of Justice RAP sheet, which reports all of your arrests and convictions in California.

1. You must fill out a "Request for Live Scan Service" form. You can get the form from:
  - The Department of Justice website: <http://ag.ca.gov/fingerprints/security.php>
2. After you get the form, go to a Live Scan Fingerprint Operator to get your fingerprints taken
  - Closest location to Mo'MAGIC is the UPS Store at 601 Van Ness Ave. , 800-710-1934, ext. 1
3. Fees:
  - The cost of the Live Scan fingerprints is usually \$15-20.
  - The Dept. of Justice also charges a fee of \$25. You can request a fee waiver from the Dept. of Justice by calling 916-227-3849 or 916-227-3835.

If you have questions about obtaining your RAP sheet, call the Lawyers' Committee: 415-543-9444, ext. 235

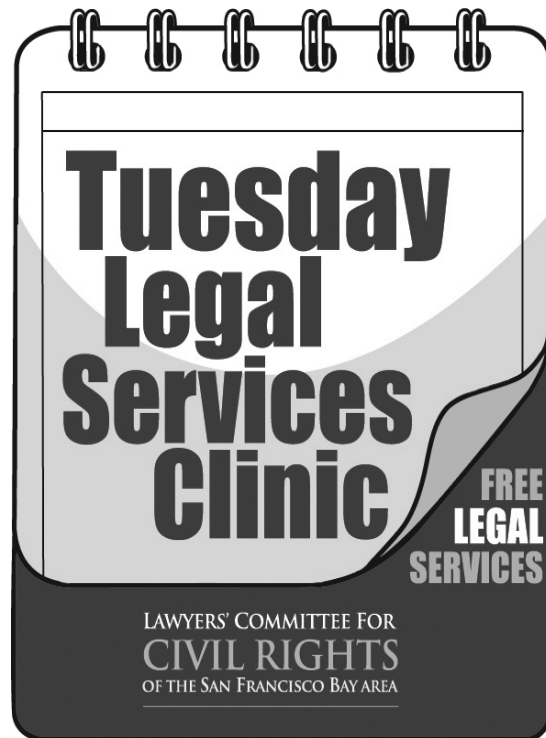
# Lawyers' Committee for Civil Rights New Tuesday Legal Services Clinic

## FINANCIAL EMPOWERMENT WORKSHOP

January 11, 2011  
6 pm

You will learn about:

- Credit scores and what they mean
- How to improve your credit score
- How to protect yourself from credit card companies and cash checking companies



Location:

Mo'MAGIC  
1294 Fillmore St.  
(at Eddy St.)

For more information, please contact:  
Tanya Koshy / Clinic Coordinator  
Lawyers' Committee for Civil Rights  
tkoshy@lccr.com / 415.543.9444, ext. 235

## SECOND CHANCE REENTRY CLINIC

January 25, 2011  
6 pm

If you have past arrests or convictions, you can get legal advice on:

- Job licensing applications & denials
- Criminal background checks
- Housing & employment law issues
- Driver's license suspensions

For the best advice, please bring a recent RAP sheet. Look on back side for how to get your RAP sheet.

GETTING YOUR RAP SHEET 