



Background Check Process

Volunteers must get fingerprinted as part of the criminal background check process at either the Fairfax County Government Center or at the South County Human Services Building. Instructions for each site are below and an appointment is required.

Fairfax County Government Center

12000 Government Center Parkway
Suite 150
Fairfax, VA 22035
703-324-4900

Hours: 9:00 a.m. to Noon, and 1:00-3:30 p.m., Monday-Friday
You must call in advance to make an appointment: 703-324-4900.

Bring: 1) A completed Appointee Background Form
2) Two forms of identification, including one with a picture

South County Human Services Building

8350 Richmond Highway
Suite 407
Alexandria, VA 22309
703-704-6075

Hours: 8:00 a.m. to 4:30 p.m., Monday-Friday
You must call in advance to make an appointment: 703-704-6075

Bring: 1) A completed Appointee Background Form
2) Two forms of identification, including one with a picture

March 2013