NAAA Background Checks

All employees must have an up to date (within the last four years) background check **with Navy Sports Camps**.

Option 1: (Must be completed at least 2 weeks prior to camp)
The following fingerprinting sessions will be held at Navy Marines Corps Memorial Stadium: May 4, June 1, June 22 and July 13 from 10am – 1pm. You must bring a photo ID.

Option 2: (Must be completed at least 2 weeks prior to camp)
If you live in or around the Annapolis area and cannot make the dates in Option1 you may go to the below location:

Mid-Atlantic Regional Investigations
1202 West Street
Annapolis, MD 21401

Hours:
Monday: 9:00am to 4:30pm
Tuesday: 9:00am to 5:00pm
Wednesday: 9:00am to 4:30pm
Thursday: 9:00am to 5:00pm
Friday: 9:00am to 4:30pm
Sat – Sun: Closed

You will need to bring the following items with you: photo identification as well as background check form on page 3.

Option 3: (Must be completed one month prior to camp)
In the State of Maryland there are 40 locations throughout Maryland that you can visit to initiate your background check. Please use the following link: http://dpscs.maryland.gov/publicservs/fingerprint.shtml . You will be responsible to pay for the session at the time of service. Provide the following authorization **# 1300002944** at the time you are getting the background check done (without this authorization number, you will not get reimbursed for the fingerprinting). You must turn in a receipt to Joanne Setzer of the Navy Camp business office for reimbursement. You will not be reimbursed for background checks without receipts. You should call the location that works best for you and verify what you will need to bring prior to your arrival for a background check.

Option4: (Must be completed one month prior to camp)
If you live outside of the State of Maryland and cannot make the dates in Option 1, then you can go to any location in your area that provides **electronic AND ink fingerprinting** to initiate a background check. Provide the following authorization **# 1300002944** at the time you are getting the background check done (without this authorization number, it will not be valid and you will not get reimbursed for the fingerprinting). You must receive a fingerprinting card from your camp director so the results can be processed in the State of Maryland. You must return this card (as well as completing the electronic fingerprinting) in the pre-paid envelop supplied by Navy Camps with the receipt. You will be responsible to pay for the session at the time of service. Reimbursement checks will be available on pay days.