

SOUTH CAROLINA LAW ENFORCEMENT DIVISION

NIKKI R. HALEY
Governor



REGINALD I. LLOYD
Director

CHALLENGE PROCEDURES SOUTH CAROLINA CRIMINAL RECORD

1. You must be fingerprinted at a law enforcement agency on a blue applicant fingerprint card. You should contact your local law enforcement agency for times and fees.
2. You must have a picture ID at the time of fingerprinting and a copy must accompany your fingerprint card for challenge. The fingerprint card and attached form must be completely filled in and the "Reason for Fingerprinted" should be "Challenge of Criminal Record".
(The mailing address of the individual who is requesting the challenge must be legible and complete including zip code.)
3. You must enclose a \$25.00 money order payable to SLED for a South Carolina Criminal Record Check used for the challenge process or you may enclose a copy of the South Carolina Criminal Record you are challenging, which must be obtained from the SLED website at www.sled.sc.gov. A short summary explaining what you wish to challenge.
4. *The completed form, fingerprint card, a \$25.00 money order or a copy of the South Carolina Criminal Record you are challenging (as explained in #3), a self addressed stamped envelope and copy of your picture ID must be sealed in an envelope and mailed by the law enforcement agency to:

**SLED Crime Information Center, Attention Debbie Monts
Post Office Box 21398
Columbia, South Carolina 29221**

**Please provide postage and a 9 x 12 envelope to the law enforcement agency.*

****Please Note: Fingerprint Cards forwarded to our office by an individual and not the law enforcement agency will NOT be processed and will not be returned.***

Fingerprint cards will not be returned.

*****THE CHALLENGE MUST BE FOR A CRIMINAL ARREST IN SOUTH CAROLINA.*****

