FINGER PRINT FORM

(This form must be completed in BLOCK LETTERS)

Name of person being finger printed _____

Alias _____ Sex _____ Race _____

Registered number _____ Office of issue _____ Date of issue _____

Reason for Search _____

Office of origin of prints	Full address of office to which this form is to be returned	for use by Criminal Investigation Bureau C.I.D H.Q Ref _____ Bureau Docket Number _____ Bureau Number _____
WHERE FINGER-PRINTS ARE NOT SHOWN BELOW INDICATE IN APPROPRIATE SPACE WHETHER- "MISSING" "INJURED", ETC WITH DATE OF AMPUTATION OR INJURY		
See reverse of form for address to which finger prints are to be sent and for noted on finger printing		

RIGHT HAND

Right Thumb	Right Forefinger	Right Middle Finger	Right Ring Finger	Right Little Finger

-Fold

LEFT HAND

Left Thumb	Left Forefinger	Left Middle Finger	Left Ring Finger	Left Little Finger

-Fold

LEFT HAND	RIGHT HAND
Impressions of all LEFT fingers taken simultaneously	Impressions of all RIGHT fingers taken simultaneously

-Fold

Finger prints taken by _____ Date _____

For C.C B. use only

Classified by: _____

Checked by _____

Searched by _____

Impress Simultaneously	
LEFT THUMB	RIGHT THUMB

N.I.C Number_____ District _____

Additional Documents of identity_____

_____

_____

District of Origin _____ Country of Origin_____

Date and Place of birth _____ Height_____

Visible identifying marks or deformities_____

_____

_____

Passport No. and country of origin_____ Date of Issue_____

Signature of person whose prints are on the front of this form _____

_____

Remarks

ADDRESSES OF FINGER PRINT BUREAUX

Officer Commanding
C.C.B
C.I.D Headquarters
P.O Box 8125, Causeway
Harare

The Registrar
A.I.F.B
P.O Box 1399
Bulawayo

Notes on how to take clear fingerprints

A BLURRED FINGER HAS NO VALUE. ALL PRINTS MUST BE AS CLEAR AS POSSIBLE.

(a) ALWAYS enter particulars of person on finger-print form IMMEDIATELY AFTER taking his/her finger prints. Do not take other prints until you have done so..

(b) ALWAYS use the correct ink supplied. DO NOT use ordinary ink or the on an inking pad for rubber stamps

(c) Fingers must be clean and dry, if necessary person having prints taken must wash hands.

(d) If fingers are badly worn, make smooth by using pumice stone, remove oil or tar with benzine.

(e) Use a clean pad with no dust or old ink on it. Put ink on evenly - lumps or blobs. Do not use too much ink (this is a common fault).

(f) ALL impressions must be in correct sequence to head of space where print is made, taken right down to the first joint of the finger.

(g) ALL impressions are to be taken by ROLLING the fingers or thumbs thus the person having the print taken must let his/her fingers go limp.. Take each finger, with nail towards, and roll on the paper so that the nail stretches away from him/her. CHECK prints to see that they are not smeared.

(h) Check the separate prints of each finger with the prints of all four fingers taken together and so make sure that you have taken the separate prints in the correct order.