



All volunteers at the Chester County Library and Henrietta Hankin Branch Library must obtain the following clearances prior to their first volunteer shift. All clearances are valid for five (5) years from issue.

**All volunteers must obtain or provide the following clearances:**

- Act 34 – PA Criminal History Record: This can be done online at <https://epatch.pa.gov>  
**The cost is Free**
- Act 151 – PA Child Abuse History Clearance: This can be done online at <https://www.compass.state.pa.us/cwis/public/home>  
**The cost is Free**
- **Volunteers who have lived in the Commonwealth of Pennsylvania for 10 or more consecutive years:**  
Volunteer Affidavit in Lieu of Federal Criminal History Record must be signed prior to the start of your program;  
<https://www.dhs.pa.gov/KeepKidsSafe/Resources/Documents/Disclosure%20Statement%20for%20Volunteers.pdf>
- **Volunteers who have lived outside the Commonwealth of Pennsylvania in the last 10 years:** Act 114 – FBI Criminal History (Fingerprinting): You can register for the fingerprinting online at <https://uenroll.identogo.com>  
Service Code: 1KG756 – Pennsylvania DHS-Employee >= 14 Years Contact w/Children  
**The cost is \$23.25**

Once registered, you must go to the designated facility for the fingerprinting process.  
Fingerprint locations near the Chester County Library are as follows:

IdentoGO – Located inside Parcel & More  
1442 Pottstown Pike  
West Chester, PA 19380

IdentoGO – Located inside AAA  
105 Quarry Road  
Downingtown, PA 19335

IdentoGO – Located inside AAA  
707 E Gay St.  
West Chester, PA 19380

Please verify hours online. Other locations can be found on the website while registering.

**All paid presenters must obtain or provide the following clearances:**

- Act 34 – PA Criminal History Record: This can be done online at <https://epatch.pa.gov>  
**The cost is \$22.00**
- Act 151 – PA Child Abuse History Clearance: This can be done online at <https://www.compass.state.pa.us/cwis/public/home>  
**The cost is \$13.00**
- Act 114 – FBI Criminal History (Fingerprinting): You can register for the fingerprinting online at <https://uenroll.identogo.com>  
Service Code: 1KG756 – Pennsylvania DHS-Employee >= 14 Years Contact w/Children  
**The cost is \$25.25**

Once registered, you must go to the designated facility for the fingerprinting process.

Fingerprint locations near the Chester County Library are as follows:

IdentoGO – Located inside Parcel & More

1442 Pottstown Pike

West Chester, PA 19380

IdentoGO – Located inside AAA

105 Quarry Road

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