From: Williams, Edwina (VDSS) <edwina.williams@dss.virginia.gov>
Sent: Friday, December 5, 2025 7:56 AM
To: DSS_LICENSING@LISTSERV.COV.VIRGINIA.GOV <DSS_LICENSING@LISTSERV.COV.VIRGINIA.GOV>
Subject: OBI Fee Increase Notice Effective January 1, 2026

The attached file is being sent to child placing agencies, children's residential facilities and child caring institutions from the Virginia Department of Social Services Email Distribution Service.

Please do not reply to this email.

NOTE:
You are receiving this memo on behalf of the Office of Background Investigations (OBI). Please direct any questions to the following contacts: for Central Registry inquiries, email crs_operations@dss.virginia.gov; for Criminal Background (fingerprint) inquiries, email backgrounds@dss.virginia.gov.

VIRGINIA DEPARTMENT OF SOCIAL SERVICES
People Helping People

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COMMONWEALTH of VIRGINIA

DEPARTMENT OF SOCIAL SERVICES

To: VDSS Division of Licensing, VDSS Family Services, Local Departments of Social Services
From: Office of Background Investigations (OBI)
Date: December 1, 2025
Subject: Increase to OBI Form Submission and Fingerprint Fees

The Office of Background Investigations (OBI) will be increasing Central Registry form processing fees and criminal background fingerprint fees to offset agency costs.

Effective January 1, 2026:

- The fee for all Central Registry search requests will increase from $10 to $12. This increase applies to both online and mailed submissions.

- The OBI processing fee for all criminal fingerprint background requests will increase by $5. Fieldprint collects the criminal background fingerprint fee, and this adjustment is included in the fee paid to Fieldprint when applicants are fingerprinted. Below is the fee breakdown for fingerprint requests effective January 1, 2026:

	Adoption	Foster Care	Household Member	Relative	Birth Parent	Applicant	Volunteer
FBI	$13.25	$13.25	$13.25	$13.25	$13.25	$13.25	$11.50
VSP	$13.75	$13.75	$13.75	$13.75	$13.75	$13.75	$8.50
OBI	**$28.28**	**$28.28**	**$28.28**	**$28.28**	**$28.28**	**$28.28**	**$15.28**
Fieldprint	$7.95	$7.95	$7.95	$7.95	$7.95	$7.95	$7.95
TOTAL	**$63.23**	**$63.23**	**$63.23**	**$63.23**	**$63.23**	**$63.23**	**$43.23**

Please plan accordingly for this change.

Thank you.