

Initial Background Check through Identogo

1. Download and print the form for fingerprints.
2. On Line #7, it is pre-printed with "LHREC-2016-", please enter applicant last name after "2016".

Example: "LHREC-2016-Doe"

3. Complete the remainder of applicant boxes (#9-26)

Call or schedule your appointment online. (<https://nj.ibtfingerprint.com/>)

4. To view locations where fingerprinting can be done, use this link:

<https://nj.ibtfingerprint.com/#Locations>

5. After you apply , pay online, and receive your receipt, please make a copy of the form and your receipt, and forward it to:

Township of Long Hill Recreation Dept.

915 Valley Rd.

Gillette, NJ 07933