



UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D.C. 20555-0001

October 7, 2024

ALL AGREEMENT STATES

NOTIFICATION OF CHANGES TO PAYMENT OPTIONS (STC-24-057)

**Purpose:** To remind the recipients of an update on the payment methods accepted by the U.S. Nuclear Regulatory Commission (NRC) beginning on October 1, 2024.

**Background:** To be in compliance with security-related requirements (Title 10 of the *Code of Federal Regulations*) Part 37, "Physical Protection of Category 1 and Category 2 Quantities of Radioactive Material", licensees are required to submit fingerprints of individuals who they would like to be deemed trustworthy and reliable (T&R). Individuals must be determined to be T&R through FBI fingerprint and criminal history records checks to have unescorted access to certain radioactive materials or information. The NRC receives these fingerprint cards from licensees to be transmitted to the FBI. Payment, currently \$32 per fingerprint file, is due upon fingerprint file submission.

**Discussion:** Preferred method of payment for processing these fingerprint files is to use the electronic payment methods accepted at [www.pay.gov](http://www.pay.gov). Access can be obtained by sending an e-mail to [paygo.resource@nrc.gov](mailto:paygo.resource@nrc.gov). Instructions for [www.pay.gov](http://www.pay.gov) can be found on the NRC public website under [License Fees](#), Methods of Payment. Please include the docket or license number and purpose of payment (specifically for payment of processing fingerprints, select "Other" and add "Fingerprint Check" under the "NRC Reference Number or Description" field) in the required fields on the [pay.gov](http://pay.gov) online form.

Despite accepting alternative methods of payment in the past, the NRC will *only* accept electronic payment methods beginning October 1, 2024. This information was previously transmitted to licensees in a GovDelivery message issued January 17, 2024. This change in payment method is in compliance with a U.S. Department of the Treasury policy as noted in the "[Fiscal Year 2024 Final Fee Rule](#)" published in the [Federal Register](#) on June 20, 2024 (Vol. 89, No. 119, Page 51810). Paper checks and credit card payment forms ([NRC Form 629](#)) will no longer be accepted by the NRC. The [NRC Payment Methods brochure](#) has been updated to incorporate this change.


For guidance on making electronic payments, with respect to processing fingerprint cards, please contact the Division of Physical and Cyber Security Policy by emailing [Crimhist.Resource@nrc.gov](mailto:Crimhist.Resource@nrc.gov).

An e-mail communication about the change to payment methods will be sent out to NRC and Agreement State licensees via GovDelivery. Please forward this notification to your applicable licensees to ensure that they received this communication.

If you have any questions regarding this correspondence, please contact the individual named below.

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Signed by Giantelli, Adelaide  
on 10/07/24

Adelaide Giantelli, Chief  
State Agreement and Liaison Programs Branch  
Division of Materials Safety, Security, State,  
and Tribal Programs  
Office of Nuclear Material Safety  
and Safeguards

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| DATE   | Oct 2, 2024    | Oct 3, 2024  | Oct 7, 2024    |  |

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