

Office of the Sheriff

Sheriff
David Thoroughman

1025 16th Street
Portsmouth, Ohio 45662



Emergency	9-1-1
Law Enforcement	740-354-7566
Corrections/Jail	740-355-8277
Support Services	740-355-8261
Investigations	740-355-8245

Scioto County, Ohio

December 22, 2025

The Scioto County Sheriff's Office will process Background Checks Monday thru Friday from 8:00 am - 11:30 am and 12:30 pm - 4:00 pm, with the exception of holidays.

We also request that you thoroughly complete the "Civilian Fingerprint Background Check" form prior to arriving. This form may be obtained from our website located at www.sciotocountysheriff.com (use the link "Background Checks") or you may obtain this form in the lobby of the Scioto County Sheriff's Office located at 1025 Sixteenth Street, Portsmouth, Ohio.

If you pay by credit card, there is a 3% service fee based on the costs. However, there is a \$1.00 minimum. For example, if you are paying \$32 for BCI prints, then 3% is .96 cents. Therefore, the service fee is the \$1.00 minimum. You must produce a current driver's license or state issued identification card. In the event your employer will be paying for the fees, please assure that you have obtained their completed form and that they have signed at the bottom of the form acknowledging financial responsibility for paying the fees required.

David Thoroughman, Sheriff