

**L-1 Locations**      Toll-free Phone: **888-467-2080 (8 a.m. – 5 p.m.)** or **www.ibtfingerprint.com**

Hurst	Hurst, TX. (1060 West Pipeline Road, Suite 112) <a href="#">[Map]</a>	M - F 8:30-5
Dallas - Westmoreland	Dallas, TX. (1050 North Westmoreland Road, Suite 430) <a href="#">[Map]</a>	M - F 8:30-5:10
Paris	Paris, TX. (3755 Ne Loop 286) <a href="#">[Map]</a>	W 9-6
Fort Worth - Merrimac Circle	Fort Worth, TX. (1555 Merrimac Circle Suite 218) <a href="#">[Map]</a>	M - F 8:30-5:00
Waxahachie	Waxahachie, TX. (201 East Main Street, Suite 201) <a href="#">[Map]</a>	M - Th 9-5, F 9-12
Dallas - Elmbrook	Dallas, TX. (8204 Elmbrook Drive Ste 380) <a href="#">[Map]</a>	M - F 9-4:30
Dallas - Steppington	Dallas, TX. (10500 Steppington, Suite 270) <a href="#">[Map]</a>	M - F 9-6
McKinney	McKinney, TX. (1600 W Louisiana) <a href="#">[Map]</a>	M - F 8:30-5:10
Corsicana	Corsicana, TX. (518 North 15th Street) <a href="#">[Map]</a>	M - F 8-4:30
Richland Hills	Richland Hills, TX. (6900 Boulevard 26, Suite A) <a href="#">[Map]</a>	M - F 8-4:30
Lewisville	Lewisville, TX. (930 W. Main Street, Ste 110) <a href="#">[Map]</a>	M - F 8:30-5:10

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## PLANO INDEPENDENT SCHOOL DISTRICT SUBSTITUTE RESIGNATION

Social Security Number: \_\_\_\_\_

Name: \_\_\_\_\_  
First
Middle
Last

Mailing Address: \_\_\_\_\_  
Street
Appt. #

\_\_\_\_\_

City
State
ZIP

Phone Number(s): ( ) \_\_\_\_\_ ( ) \_\_\_\_\_  
Home
Work / Cell phone

Reason for resigning:

I wish to be removed from the Plano ISD substitute database, which will eliminate the requirement for me to be fingerprinted.

**I hereby resign my employment as a substitute with Plano ISD.  
I understand that my resignation is effective immediately.  
 If I want to substitute for Plano ISD in the future, I will reapply.  
 I understand that I will be subject to all application requirements at the time of any reapplication with Plano ISD, including fingerprinting.  
 I further understand that there will be no guarantee of employment in the future.**

\_\_\_\_\_  
 Signature (Required)

\_\_\_\_\_  
 Printed Name

\_\_\_\_\_  
 Date

Completed form must be submitted to:  
 Plano ISD – Human Resources  
 Attn: Vicki Pedini  
 2700 W. 15<sup>th</sup> Street, Plano TX 75075

For Human Resources Use Only	
	Received
	Payroll
	Resource Center

Revised 10/08