



BUREAU OF SECURITY AND INVESTIGATIVE SERVICES
P.O. Box 989002
West Sacramento, CA 95798-9002
(916) 322-4000
www.bsis.ca.gov



RENEWAL APPLICATION

Security Guard or Patrolperson (\$35)
Delinquent Renewal (\$60) (expired for no more than 60 days)

Fee Enclosed \$ \_\_\_\_\_

Proprietary Private Security Officer (\$35)
Delinquent Renewal (\$60) (expired for no more than 60 days)

Expiration Date \_\_\_\_\_

Alarm Agent (\$7)
Delinquent Renewal (\$32) (expired for no more than 60 days)

Registration # \_\_\_\_\_
(This request will not be processed without this number.)

Locksmith (\$20)
Delinquent Renewal (\$30) (expired for no more than 30 days)

Repossessor Agent Employee (\$60)
Delinquent Renewal (\$90) (expired for no more than 60 days)

Proprietary Private Security Employer (\$35)
Delinquent Renewal (\$60)

(\*Please type or print legibly)

Form with fields for Name (Last, First, Middle), Date of Birth, Address (Number and Street, City, State, Zip Code), Home Phone Number, Employer Name, Employer Address, Employer Phone Number, and Signature/Date.

INSTRUCTIONS FOR COMPLETING RENEWAL APPLICATION

Use the numbered instructions below to complete this renewal form.

- 1. Check the type of registration you are renewing.
2. Note the expiration date from your current registration card. It is recommended that you submit your renewal at least three months prior to the expiration but no sooner than six months. If your registration has expired, you must pay the applicable delinquency fee.
3. Print your entire registration number including the prefix.
4. Print your date of birth.
5. Print your name, address, city, state, ZIP code and telephone number (including area code). The telephone number will be used to call you in case of any problem with your renewal.
6. Print the name, address and telephone number of your current employer. If not currently employed as a security guard, alarm agent, proprietary private security officer or locksmith, indicate "unemployed." Disregard this section if you are a Proprietary Private Security Employer.
7. If your address is new and has not been reported to the Bureau, indicate by checking the box.
8. If you have a valid firearms qualification card, print the card number (two-letter prefix and numbers).
9. Sign and date application.
10. Send your application and fee to the Bureau of Security and Investigative Services, P.O. Box 989002, West Sacramento, CA 95798.

ALL ITEMS MUST BE COMPLETE AND THE APPROPRIATE FEES ATTACHED OR THE APPLICATION MAY BE RETURNED