



COMMONWEALTH OF VIRGINIA
Department of Criminal Justice Services

P.O. Box 1300 • Richmond, Virginia 23218
 Phone: (804) 786-4700 • Fax: (804) 786-6344 www.dcjs.virginia.gov/pss

Status Hotline (804) 786-1132 1-877-9STATUS

**Compliance Agent –
 INITIAL CERTIFICATION APPLICATION CLASSROOM TRAINING – FEE \$100.00**

IMPORTANT INFORMATION

Third Party Documentation verifying the types and dates of experience must be attached to this application. ([Acceptable Documentation](#) may be found online at www.dcjs.virginia.gov/pss/howTo/common/officialDocumentation.cfm)

- To be eligible the experience must be either:
 - Three (3) years of managerial or supervisory experience in a private security services business, a federal, state, or local law enforcement agency, or in a related field.
 - OR**
 - Five (5) years experience in a private security services business, with a federal, state, or local law enforcement agency, or in a related field.

Applicant Information

SSN or DCJS ID Number:	Last Name:	First Name:	MI:
Mailing Address:		City, State, Zip:	
Email Address:			
Home Phone: ()	Business Phone: ()	Fax: ()	

Employment Information

Business Name:	DCJS ID Number:
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Training Date / Location Requested – Accommodations

Date:	Location:
Do you require Disability Accommodations? <input type="checkbox"/> No <input type="checkbox"/> Yes	
If YES , please specify:	

Type of Experience (must attach third party documentation verifying experience)

<input type="checkbox"/> Law Enforcement	<input type="checkbox"/> Other Related Field**
<input type="checkbox"/> Private Security Services*	**Field(s): _____
*Category(s): _____	

Affirmation

I, the undersigned, certify that all information contained on this application is true and correct to the best of my knowledge and I have not omitted any pertinent information. I understand that any misrepresentation, falsification or omission of pertinent information may be cause for denial and may result in criminal charges. I understand that I am responsible for maintaining full compliance with *Virginia Code* Sections 9.1-138 through 9.1-150 and the Regulations Relating to Private Security Services 6 VAC 20-171.

Signature Required: _____ Date: _____
 mm/dd/yy

Applications are valid for 12 months from the date of submittal

All fees are non-refundable. Applications received without payment will be returned.
 A check or money order payable to the TREASURER OF VIRGINIA, or a completed credit card insert available at www.dcjs.virginia.gov/forms/privatesecurity/pss_cc.pdf must be mailed with your application package.
 Mailing address: Virginia Department of Criminal Justice Services, P.O. Box 1300, Richmond, VA 23218