



COMMONWEALTH OF VIRGINIA
Department of Criminal Justice Services

Mailing Address: P.O. Box 1300, Richmond, VA 23218

Physical Address: 1100 Bank Street, 9th Floor, Richmond, VA 23219

Phone: (804) 786-4700 • Fax: (804) 786-6344 www.dcjs.virginia.gov

COMPLIANCE AGENT INITIAL CERTIFICATION APPLICATION – FEE \$50.00

IMPORTANT INFORMATION

- Submit a Criminal History Processing Form with the \$25.00 processing fee and schedule an appointment to have your fingerprints scanned. To schedule an appointment follow the instructions on the Criminal History Processing Form.
- Complete the Entry Level Training Course (12E): Classroom or Online training available. Please visit www.dcjs.virginia.gov/licensure-and-regulatory-affairs/compliance-agent for more information.

Applicant Information

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

Employment Information (if applicable)

Business Name:	DCJS Business License Number:
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Type of Experience (must attach Official Documentation to verify experience)

<input type="checkbox"/> Law Enforcement	<input type="checkbox"/> Private Security Services Category(s): _____	<input type="checkbox"/> Other Related Field Field(s): _____
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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 the *Code of Virginia* and Regulations relating to Private Security Services.

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

All fees are non-refundable. Forms received without payment will be returned.

Submit a check or money order payable to the TREASURER OF VIRGINIA, **or** pay by credit card using the Credit Card Authorization form available on our website. This form must be included with your form package when paying by credit card.

We do not accept cash.