



**Requirements for Registration/Licences of
Security Guards (etc)
Under the PSRA Act**

1. Form (2) completed and signed by each applicant.
2. Birth Certificate (Certified Copy).
3. Tax Payer Registration Number.
4. National Insurance Registration Card (NIS).
5. Either a Driver's Licence, Elector Registration Identification Card or Valid Passport.
6. A Finger-print Report from the Criminal Records Office.
7. Marriage Certificate (Certified Copy) where the applicant is a married woman and is using her married name.
8. Two (2) Certified Passport size photographs of the applicant in civilian clothes (as stated on Form 2) certified by Referees (and no more than six (6) months old).
9. Two References as set out on form 2
10. Interview by Private Security Regulation Authority Officer.
Applicants should sign Application Form (Form 2) in the presence of the Private Security Regulation Authority Officer who is conducting the Interview.
11. Payment of Prescribed Fee.

All Security Personnel and Directors of the company should be fingerprinted.

Finger-print receipts may be purchased at any Inland Revenue Department cost, \$3,000.00, \$6,000.00 and \$8,000.00

Receipts should be attached to the finger-print cards and submitted to the [Criminal Records Office, C.I.B. Headquarters, 34 Duke Street](#) or to the following Police Stations [Summit in St. James](#), [May Pen in Clarendon](#) and [Pompano Bay in St. Mary](#) for the finger-print search to be done.

Interview:

All individuals must be interviewed by the Private Security Regulation Authority staff.

***Please note that the Registration Card provided by the Authority must be signed by the security guards and kept on his or her person at all times while he or she is on duty.**

Where a Police Officer is used as a referee, the Police Officer must be a Gazetted Officer of or above the rank of Deputy Superintendent of Police.