



Requirements for Renewal Registration/Licence of Individual Security Guards (etc) Under the PSRA Act

1. Form (2) completed and signed by each applicant.
2. Expired Registration Card must be attached to the completed form.
3. Marriage Certificate (Certified Copy) where the applicant is a married woman and is using her married name, or Deed Poll if there is a change of name.
4. If applicant has changed company a Transfer Form should be submitted with prescribed fee.
5. Applicant who was formerly employed to a company and returning should bring along a re-instatement letter from the company.
6. If registration card is lost, then a report from the police is to be submitted along with two (2) photos and the prescribed fee.
7. Payment of the prescribed fee for the renewal.

N.B. Any relevant documents that were not previously submitted such as, original Birth Certificate, TRN, NIS, National Identification Card, Passport or a Drivers Licence should now be submitted.

Applicants who have not renewed their Registration/Licences for two years and over will be required to submit a new Finger Print Report no more than six (6) months old, and payment of all accumulated fees.