



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

<ol style="list-style-type: none"> <li>1. Form (2) completed and signed by each applicant.</li> <li>2. Birth Certificate (Certified Copy).</li> <li>3. Tax Payer Registration Number.</li> <li>4. National Insurance Registration Card (NIS).</li> <li>5. Either a Driver's Licence, National Identification Card or Valid Passport.</li> <li>6. A Finger-print Report from the Criminal Records Office.</li> <li>7. Marriage Certificate (Certified Copy) where the applicant is a married woman and is using her married name.</li> </ol>	<ol style="list-style-type: none"> <li>8. Two (2) Certified Passport size photographs of the applicant in civilian clothes (as stated on Form 2) certified by a <u>Justice of the Peace</u> (and no more than six (6) months old).</li> <li>9. Two References as set out on form 2</li> <li>10. Interview by Private Security Regulation Authority Officer. Applicants should sign Private Security Regulation Authority Application Form (Form 2) in the presence of the Officer who is conducting the interview.</li> <li>11. Payment of Prescribed Fee</li> </ol>
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**Finger-print receipts should be purchased at the Head Office of the Ministry of National Security, 2 Oxford Road, Kingston 5 (cost- One thousand Dollars (\$1000.00) per person.**

**Finger Print report should be no more than six (6) months old.**

**Receipts should be attached to the finger-print cards and submitted to the Criminal Records Office, C.I.B. Headquarters, 34 Duke Street for the finger-print search to be done.**

**Interview:**

All individuals must be interviewed by the Private Security Regulation Authority staff prior to registration of company and/or security guards.

**\*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.**