



FINGERPRINT AFFIDAVIT FOR PRIVATE INVESTIGATOR AND SECURITY GUARD LICENSING

ATTENTION FINGERPRINT TECHNICIAN:

Please follow the instructions below for fingerprinting this applicant.

1. Please fill out or ensure that the applicant has filled out the required boxes on the fingerprint card prior to taking the fingerprints.
2. Request a valid, unexpired government-issued photo ID from the applicant and compare the physical descriptors on the applicant's photo ID to the applicant and to the information on the FD258 fingerprint card.
3. Fill out the information in the boxes below. Please print clearly.
4. DO NOT put your application packet contents in the same envelope as the fingerprint card and affidavit. They must be in their own sealed envelope (as stated in #5) or they will be rejected and destroyed.
5. Once the prints have been taken, place the FD258 fingerprint card **AND** this form into an envelope and seal it. Please write your name or identification across the edge of the seal. Return the sealed envelope to the applicant. **DO NOT give the applicant the fingerprint card without first sealing it inside the envelope with the fingerprint affidavit.**

PRINT the following information:

DATE	SOCIAL SECURITY NUMBER	DATE OF BIRTH
APPLICANT NAME		
FINGERPRINT TECHNICIAN NAME		
FINGERPRINT TECHNICIAN'S SIGNATURE		
FINGERPRINT TECHNICIAN'S AGENCY/ COMPANY		
TYPE OF PHOTO ID (check one)		
☐ Driver's License	☐ Passport	☐ Other (Please Specify)
DL# _____	Passport# _____	_____

Arizona Department of Public Safety Security Guard/Private Investigation Licensing Unit

Mailing: PO Box 6328, MD 3140, Phoenix, AZ 85005-6328

Physical: 2222 West Encanto Boulevard, Phoenix, AZ 85009

(602) 223-2361



ARIZONA DEPARTMENT OF PUBLIC SAFETY

SECURITY GUARD AGENCY APPLICATION CHECKLIST

Physical Address

Arizona Department of Public Safety
Public Services Center
2222 West Encanto Boulevard
Phoenix, Arizona 85009

Mailing Address

Arizona Department of Public Safety
Licensing Unit
P.O. Box 6328, MD 3140
Phoenix, AZ 85005-6328

Phone: (602) 223-2361

Email: AGENCIES@AZDPS.GOV

Please use this list to ensure you have enclosed the proper documentation.

THE QUALIFYING PARTY, ASSOCIATE(S), OR EMPLOYEE(S) ARE NOT PEACE OFFICERS OR RESERVE PEACE OFFICERS.

****Per A.R.S. § 32-2601(23) Peace officers and reserve peace officers are prohibited from applying.**

Documents to be enclosed:

- | | |
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| 1. AGENCY APPLICATION
Complete all sections on the application. The application must be signed and dated. | ☒ |
| 2. AGENCY APPLICATION FEE \$500.00
Money order, Cashier's check, Agency's business check, or cash. | ☐ |
| 3. QUALIFYING PARTY RESPONSIBILITIES LIST COMPLETED
Each box must be initialed, and the form must be signed, dated, and notarized. | ☐ |
| 4. AGENCY STRUCTURE PAPERS AND/OR TRADE NAME
<i>Corporation papers, partnership agreements, foreign corporation papers, etc.</i>
Submit trade name documents if doing business under a different name. | ☐ |
| 5. PHOTOCOPY OF DRIVER'S LICENSE, PASSPORT, OR ACCEPTABLE GOVERNMENT ISSUED PICTURE IDENTIFICATION CARD (For each person). Photocopy must be legible. | ☐ |
| 6. EIGHT-HOUR UNARMED TRAINING PROGRAM
This form must be filled out, signed, and notarized. | ☐ |
| 7. COLOR PHOTOGRAPHS OF UNIFORMS, JACKETS, PANTS, AND HATS
All photographs must be in focus with the colors written on the back. | ☐ |
| 8. COLOR PHOTOGRAPHS OF BADGES AND PATCHES
Submit close-up, focused color photographs of each badge and patch used on uniforms. | ☐ |
| 9. COLOR PHOTOGRAPHS OF MARKINGS, EMBLEMS, INSIGNIA, AND LIGHTING ON VEHICLES.
<i>(if applicable)</i> Photographs must show views of all sides of the vehicle and be in focus. | ☐ |
| 10. RESIDENT MANAGER APPLICATION AND FEE \$50.00
<i>(if applicable)</i> Money order, Cashier's check, Agency's business check, or Cash. Complete sections A, C, D, and F. | ☐ |
| 11. RESIDENT MANAGER EXPERIENCE DOCUMENTS
<i>(if applicable)</i> Per A.R.S. § 32-2612, Documents must show a minimum of three years of verifiable supervisory, management, or administrative experience in Contract Security, Law Enforcement, and/or the United States Military. | ☐ |
| 12. ASSOCIATE APPLICATION & APPLICATION FEE \$50.00
<i>(if applicable)</i> Money order, Cashier's check, Agency's business check, or Cash. | ☐ |
| 13. COPY OF ASSOCIATE'S DRIVER'S LICENSE
<i>(if applicable)</i> Copy must be legible and valid | ☐ |
| 14. CLASSIFIABLE FINGERPRINT CARD AND FEE \$22.00
(For each person) Money order, Cashier's check, Agency's business check, or Cash. | ☐ |
| 15. ONE 2" X 2" PASSPORT-STYLE COLOR FACIAL PHOTOGRAPH
(For each person) Facial photographs must be in focus. | ☐ |
| 16. IS YOUR AGENCY ARMED? ☐ YES ☐ NO
Armed agencies complete Section F on the application. | ☐ |

NOTE: IF ITEMS #1, #2, #4 AND #14 ARE MISSING OR INCOMPLETE, YOUR APPLICATION PACKET WILL BE RETURNED WITHOUT PROCESSING.

The applicant's fingerprints will be used to check the criminal history records of the FBI. The procedures for obtaining a change, correction, or updating of your criminal history record are set forth in Title 28, Code of Federal Regulations (CFR), Section 16.34.

**** Unless the peace officer is retired, or the peace officer is an accident reconstructionist or fire origin and cause investigator.**