



BUREAU OF SECURITY AND INVESTIGATIVE SERVICES
P.O. Box 989002, West Sacramento, CA 95798-9002
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RENEWAL APPLICATION
PRIVATE INVESTIGATOR COMPANY LICENSE
ALL FEES ARE NON-REFUNDABLE

INSTRUCTIONS FOR COMPLETING RENEWAL APPLICATION

- 1. Identify the expiration date of your current license.
2. If your license has been expired for more than thirty (30) days, you must also pay the delinquency fee and check the box below.
3. Print your company name and address; check the box if changing the address.
4. Print your entire license number and sign and date the renewal application.
5. Do not send cash. Send a check or money order and fee(s) made payable to: Bureau of Security and Investigative Services and mail to P. O. Box 989002, West Sacramento, CA 95798.

PLEASE READ CAREFULLY

Each license is issued to a specific company at a specific business location. All licenses must be renewed on or before the date of expiration. Submit your renewal application and fee(s) no earlier than ninety (90) days prior to the expiration date. THE PRIVATE INVESTIGATOR LICENSE MAY NOT BE RENEWED AFTER 3 YEARS FROM THE EXPIRATION DATE. To renew the delinquent license the renewal fees and delinquency fees must be paid from the time the license expired to present. If, there has been a change of ownership, corporate officer, or manager, you must contact the bureau immediately. A change of address to a post office box or a mailbox service is allowed only if there is no mail delivery to the physical location or if the business is located in the licensee's residence. If the address has changed to a post office box or a mail box service, you are still required to provide your physical address below.

YOU MAY NOT ENGAGE IN THE BUSINESS OF A PRIVATE INVESTIGATIVE AFTER THE EXPIRATION DATE UNLESS THE LICENSE IS RENEWED OR THE RENEWAL IS PENDING.

Please note, effective January 1, 1998, all licenses and registrations associated with a firearm permit must be synchronized with the same expiration date as the firearm permit. The license expiration date may reflect more than or less than the two year period. In this event, the renewal fee will be pro-rated.

Business and Professions Code Section 7529 requires that all private investigators obtain an enhanced photo identification card. To obtain your photo identification card, you must contact Psychological Services Industries (PSI) at 1-877-392-6422. For additional information, refer to the article on the BSIS website at:

http://www.bsis.ca.gov/industries_regulated/piphotoid.stml.

Private Investigator Company (\$125) Fee Enclosed \$

Delinquent fee (\$62.50) Expiration Date / /

If the renewal application is postmarked thirty (30) days after the expiration date the delinquent fee shall apply (Please type or print legibly)

Form with fields for: Company Name, PI License Number, Company Mailing Address, Phone Number, Company Physical Address, Check here if mailing and or physical address have changed, Email Address, The following certification must be signed by the Manager, Date, Signature, Printed Name.