ALARM AND LOCKSMITH INITIAL EMPLOYEE APPLICATIONS NOW AVAILABLE FOR DOWNLOAD

Please be advised that the Bureau has added two initial employee applications to its website: the *Application for Alarm Company Agent* and the *Application for Locksmith Employee Registration*. Previously, individuals seeking an initial registration as an Alarm Agent and/or Locksmith Employee were required to request a tri-colored paper application, printed on carbonless copy paper (CCP), from the employing licensee. Once completed, the applicant retained the pink copy of the application, which acted as a temporary registration.

Effective immediately, applicants seeking an initial registration as a Locksmith Employee or Alarm Agent may download a pdf copy of the application on the Bureau's website. Applicants who use the new downloadable pdf applications should make a legible copy of their submitted application prior to mailing it to the Bureau. This copy of your application will act as your temporary registration and is valid for 120 days from the date signed unless extended by the Director of the Department of Consumer Affairs.

IMPORTANT: In addition to a temporary registration, Locksmith Employee applicants must also carry either a valid driver's license or valid identification card (issued pursuant to Vehicle Code section 13000) whenever they are on duty. This requirement also applies to individuals who hold a valid and current Locksmith Employee registration (Business and Professions Code section 6980.48).

To download a copy of the *Application for Alarm Company Agent*, visit https://www.bsis.ca.gov/forms_pubs/ace_initial.pdf.

To download a copy of the *Application for Locksmith Employee Registration*, visit https://www.bsis.ca.gov/forms_pubs/loc_initial.pdf