



**BUREAU OF SECURITY AND INVESTIGATIVE SERVICES**  
P.O. Box 989002, West Sacramento, CA 95798-9002  
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## Out-of-State Private Investigator Notification Form

Any individual who holds a valid and current Private Investigator license or credential issued by the States of Florida, Georgia, Louisiana, North Carolina, or Oregon may operate and conduct private investigative duties for a pre-determined period of time without being issued a Private Investigator license by the State of California. An out-of-state Private Investigator must immediately notify the Bureau of Investigative Services (Bureau) in writing of any anticipated investigations within the State of California.

**IMPORTANT:** For licensing requirements and restrictions, carefully read the instructions at the end of the form.

### Personal Information

Last Name:		First Name:			
Private Investigator Company Name:					
Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN):				Date of Birth:	
Sex:	Race/Ethnicity:	Height:	Weight:	Eye Color:	Hair Color:
Mailing Address:					
Physical Address (in California):					
Driver's License Number:		Issuing State:		Expiration Date:	
Home Phone:			Cell Phone:		
Email Address:					

### Licensing Information

**List any and all license(s), registration(s), permit(s), certificate(s), or credential(s) that have been issued by your State's Licensing Agency. You should also include the license number, the date the license was originally issued, and the license's current expiration date.**

License Type	License Number	Date of Initial Licensure	Date of Expiration

License Type	License Number	Date of Initial Licensure	Date of Expiration
Issuing State:		State Licensing Agency:	
Date Investigation(s) Begins in California:		Date Investigation(s) Ends in California:	
Anticipated Location(s) of Investigation in California (City/County):			

1. Have you read the California Private Investigator Act (Chapter 11.3 of Division 3 of the Business and Professions Code)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Do you agree to comply with all provisions of the Private Investigator Act and all regulations governing Private Investigators in the State of California?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. Do you agree to fully cooperate with any investigation initiated by the Bureau of Security and Investigative Services?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. Do you agree to personally appear before the Bureau should the Bureau deem it necessary to interview you regarding your investigation or a complaint that may be filed against you as a result of your private investigation activities in the State of California?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. Has the license, registration, permit, or credential that you currently hold as a Private Investigator in your state of residence been suspended and/or revoked or subject to any disciplinary action(s) in the last 10 years? If yes, attach an explanation of the disciplinary action(s).	<input type="checkbox"/> Yes <input type="checkbox"/> No

**I DECLARE UNDER PENALTY OF PERJURY, UNDER THE LAWS OF CALIFORNIA, THAT:**

- I personally completed this form;
- To the best of my knowledge all statements on this form are true and correct; and
- With full knowledge that all statements herein are subject to investigation and that any false or dishonest information provided on the form may be grounds for disciplinary or criminal action in California and/or your state of residence.

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Date**

**YOU ARE NOT AUTHORIZED TO CONDUCT PRIVATE INVESTIGATION BUSINESS IN THE STATE OF CALIFORNIA UNTIL YOU GAIN APPROVAL FROM THE BUREAU.**

## ADDITIONAL INFORMATION

Pursuant to Business and Professions Code (BPC) Section 7520.5, the Bureau may authorize a licensed out-of-state Private Investigator (PI) to continue an investigation within the State of California if the following applies:

- The Private Investigator holds a valid and current license in a State that has a PI reciprocity agreement with the State of California/Bureau of Security and Investigative Services, and
- The investigation originated in the PI's state of residence and is limited to the number of days indicated below:
  - Florida: 30 days
  - Georgia: 30 days
  - Louisiana: 30 days
  - North Carolina: 30 days
  - Oregon: 60 days

**IMPORTANT:** Investigations exceeding the time periods indicated above must be handled by a licensed California Private Investigator.

### **Unauthorized Activity**

While you are conducting private investigation business in the State of California under your State's reciprocity agreement, you are prohibited from doing the following:

- Carrying an exposed firearm
- Soliciting private investigation business
- Conducting private investigation business that is not related to the original investigation

## INSTRUCTIONS

### **Personal Information**

1. **First and Last Name:** Write your legal name as it appears on your license.
2. **Private Investigator Company Name:** Write the name of the PI company, if applicable, with whom you are employed and with which the investigation was agreed upon.
3. **Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN):** Write your SSN or ITIN in the space provided.
4. **Date of Birth:** Write your date of birth in the MM/DD/YYYY format.
5. **Sex:** Indicate your sex (e.g. man) in the space provided.
6. **Race/Ethnicity:** Write your race or ethnicity (e.g. white, African American, Korean, etc.) in the space provided. If you need more space, attach an additional piece of paper with the form.
7. **Height:** Write your height in feet and inches (e.g. 5'9") in the space provided.
8. **Weight:** Write your current weight in pounds (e.g. 180lbs) in the space provided.
9. **Eye Color:** Write your eye color (e.g. blue) in the space provided.
10. **Hair Color:** Write your hair color (e.g. black) in the space provided.
11. **Mailing Address:** Write your personal mailing address (in your state of residence) in the space provided.

12. **Physical Address (in California):** Write the address in which you will be conducting your investigative activities in the State of California. If you will be conducting investigation business in multiple locations, attach an additional piece of paper with the form.
13. **Driver's License Number:** Write your Driver's License or REAL ID number, if applicable, in the space provided. If you do not have a Driver's License or REAL ID, write "none."
14. **Issuing State:** Write the State that issued your Driver's License or REAL ID, if applicable. If you do not have a Driver's License or REAL ID, write "N/A."
15. **Expiration Date:** Write the expiration date of your Driver's License or REAL ID, if applicable. If you do not have a Driver's License or REAL ID, write "N/A."
16. **Home Phone:** Write your home phone number, including area code. If you do not have a home phone, use an alternative phone number. Providing a phone number allows the Bureau to expedite communication with you if additional information is required to process this form.
17. **Cell Phone:** Write your home phone number, including area code. If you do not have a cell phone, use an alternative phone number. Providing a phone number allows the Bureau to expedite communication with you if additional information is required to process this form.
18. **Email Address:** Write your email address, if applicable, in the space provided. Providing your email address allows the Bureau to expedite communication with you.

#### Licensing Information

1. **License Type:** Write the type of license, registration, permit, certificate, or credential that you currently hold (e.g. Private Investigator license, Security Guard registration, Firearms Permit, etc.). List all license types that you currently hold that are in a current and clear status (i.e. not delinquent, suspended, or revoked).
2. **License Number:** Write your license number for each license type that you currently hold (e.g. PI 9999). List the license number for all license types that you currently hold that are in a current and clear status (i.e. not delinquent, suspended, or revoked).
3. **Date of Initial Licensure:** Write the date in which your license type was originally approved/issued (e.g. 10/14/1997).
4. **Date of Expiration:** Write the date of the license's current expiration date (e.g. 12/31/2020).
5. **Issuing State:** Write the State that issued the license(s): Florida, Georgia, Louisiana, North Carolina, or Oregon.
6. **State Licensing Agency:** Write the name of the licensing agency that issued your license(s).
7. **Date Investigation Begins in California:** Write the anticipated date the investigation will begin in the State of California (e.g. 11/05/2019).
8. **Date Investigation Ends in California:** Write the expected end date of the investigation in California. You may not conduct private investigation business in the State of California exceeding 30 days if you are licensed in Florida, Georgia, Louisiana, or North Carolina OR 60 days if you are licensed in Oregon.
9. **Anticipated Location(s) of Investigation in California (City/County):** Write the anticipated City or County in which you expect to conduct your investigation business in California. If you expect to conduct your investigation in multiple areas, indicate all in the space provided. If you need additional space, attach an additional piece of paper with the form.

## SUBMITTING YOUR FORM

### **Submit the following documents:**

1. Completed *Out-of-State Private Investigator Notification Form*
2. Copy of all current and clear license(s), registration(s), permit(s), certificate(s), and credential(s) that have been issued to you by your State's Licensing Agency.
3. Copy of your Driver's License or REAL ID

By Email: [PrivateInvestigators@dca.ca.gov](mailto:PrivateInvestigators@dca.ca.gov)

By Mail: Bureau of Security and Investigative Services  
Attn: Policy Unit – PI Reciprocity  
2420 Del Paso Road, Suite 270  
Sacramento, CA 95834