

Renewal Application

Private Investigator and/or Security Guard Individual Licence under *The Private Investigators and Security Guards Act*

Please read the information on this form carefully. It provides important details about your application and the documents which you must submit to prevent your licence from lapsing.

Please submit your licence application form and all required documents in one email to pisg@gov.mb.ca. Information can be found on the program website at <https://www.gov.mb.ca/justice/commsafe/private/index.html>

Please note that if you allow your licence to lapse, you may be required to make a complete re-application as a new licence, including the results of a new Criminal Record check and Child Abuse Registry check.

Your personal information is being collected pursuant to section 6 of *The Private Investigators and Security Guards Act* and section 36 of *The Freedom of Information and Protection of Privacy Act* (FIPPA) to determine your eligibility for a licence under *The Private Investigators and Security Guards Act*.

Any questions regarding the personal information collected on this form may be directed to the Registrar, Private Investigators and Security Guards, PO Box 20 Stn. Main, Winnipeg, Manitoba R3C 9Z9 or by email at pisg@gov.mb.ca

Licence Type: (check appropriate box)

- Private Investigator (P/I)
 Security Guard (S/G)
 Private Investigator and Security Guard (P/I & S/G)

Do you require a uniform exemption (Loss Prevention duties only):

- Yes No (If Yes, include Uniform Exemption form if not submitted previously)

Renewal Fee (non-refundable):

- P/I or S/G One Year Term: \$30
 P/I & S/G One Year Term: \$60

Total Enclosed: \$

Part 1 – Applicant Information

Last Name		First Name		
Date of Birth		Licence Number		
Residence Mailing Address		City/Town	Province	Postal Code
Residence Phone	Cell Phone	E-mail		

I confirm there are no changes to my name.

or

Please note the following name changes (attach documents showing proof of name change):

Last Name	First Name
-----------	------------

Part 2 - Criminal Record Background

Your Criminal Record check must be renewed every three years. Check before submitting your renewal application to see if you must include a new Criminal Record check.

Are you submitting a new Criminal Record check with this application? Yes No

Have you been charged with or convicted of a crime since you last submitted a Criminal Record check? Yes No

Please note:

If your Criminal Record check indicates that you have a criminal history, you must include, with your application, a letter (also called a transcript) from a police agency listing your convictions and related sentences.

Transcripts must also be renewed every three years.

The Registrar may ask the applicant to supply further information about his or her criminal record.

Further information

11 The registrar may require further information or material to be submitted by an applicant or a licensee and may further require verification by affidavit or otherwise of any information or material then or previously submitted.

Part 3 - Child Abuse Registry Background

Your Child Abuse Registry check must be renewed every three years. Check before submitting your renewal application to see if you must include a new Child Abuse Registry check.

Are you submitting a new Child Abuse Registry check with this application? Yes No

Have you been placed on the Child Abuse Registry since you last submitted a Child Abuse Registry check? Yes No

Please note:

The Registrar may ask the applicant to supply further information about the applicant's Child Abuse Registry check.

Further information

11 The registrar may require further information or material to be submitted by an applicant or a licensee and may further require verification by affidavit or otherwise of any information or material then or previously submitted.

Part 4 – Photograph

Your photograph must be renewed every three years, or if you have significantly altered your appearance.

Are you submitting a new photograph with this application? Yes No

Please note:

Photos submitted must be digital and in JPEG file format. The photo must be e-mailed to pisg@gov.mb.ca with your licence application form.

Photos displaying more than your head and shoulders, that are unclear, obscured by shadows or in poor condition may be rejected and your application returned.

Information on photo requirements can be found on the program website (see link at top of form).

Part 5 - Identification

Two pieces of government issued identification are required to confirm your identity and your name.

A clear scanned copy or clear digital photo of two pieces of identification must be included with your application.
(.JPEG or .PDF file formats only)

Please note:

Identification must contain your full legal name. One piece of identification must contain your photograph, and one piece of identification must be Canadian government issued. One piece of identification from each category is required. Please see information on identification documents which may be accepted on the program website (see link to website at top of form).

Section 10 of *The Private Investigators and Security Guards Act* states:

Investigation of applicant

- 10) The registrar, or any person authorized by him, may make such inquiry or investigation as he deems sufficient regarding the character, criminal history, financial position and competence of an applicant or a licensee and may require an applicant or a licensee to pass such examinations to determine competence as the registrar deems necessary.

I consent to the Registrar making the inquiries or investigations referred to in section 10 (above) and disclosing my personal information for that purpose.

Part 6 – Declaration: Applicant must sign in ink (electronic signatures are not accepted).

I declare that to the best of my knowledge and belief, the information given in the application is true.

Dated: _____
(year, month, day)

Name of Applicant (Print name): _____

Signature of Applicant: _____