

INITIAL BAIL ENFORCEMENT AGENT LICENSE APPLICATION Form Code: PSS-EA Fee Code: 720 2 Year License Fee - \$200.00 Check or Money Order payable to: Treasurer, Commonwealth of Virginia Application Fees are Non-Refundable	COMMONWEALTH OF VIRGINIA Department of Criminal Justice Services Private Security Services Section P.O. Box 1300, Richmond, VA 23218 Phone #: (804) 786-4700; Fax #: (804) 786-6344 Website: http://www.dcjs.virginia.gov/pss/index.cfm Status Hotline: (804) 786-1132 or 1-877-9STATUS
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1. Applicant Name: _____
Last First MI

2. SSN or DCJS ID #: _____ E-mail Address: _____

3. Business Name: _____

4. Trading As: _____

5. Mailing Address: _____
Number and Street City/Town State Zip

6. Physical Address: _____
(if different than Mailing) Number and Street City/Town State Zip

7. Telephone: Home: _____ Business: _____ Fax: _____

8. Do you have a high school diploma or GED?
 Yes Date Received: _____
mm/dd/yyyy

No If "No", you are **not eligible** to be licensed as a Bail Enforcement Agent.

9. Are you an employee of a local or regional jail; sheriff's office; state or local police department; or an employee of a Commonwealth's Attorneys Office, the Department of Corrections, Department of Criminal Justice Services, or a local community corrections agency?
 Yes* No *If "Yes", you are **not eligible** to be licensed as a Bail Enforcement Agent.

10. Have you submitted fingerprints to our department for a Criminal History Check for the purpose of obtaining a bail enforcement agent license within the previous 90 days of this application?
 Yes No*

*If "No", you are required to submit a Fingerprint application form PSS_FP, a fingerprint card and \$50.00 processing fee for a national and state criminal history check. Please be aware that you may not be eligible for licensure if you have previous convictions. For additional information review the Code Section § 9.1-186.4 or the Regulations Relating to Bail Enforcement Agents, 6 VAC 20-260-30.

11. Have you satisfactorily completed all required mandated entry-level training?
 Yes Date Completed: _____ Training School: _____
mm/dd/yyyy

No If "No", a license cannot be issued until training has been completed. For more information on where to obtain the training, please view our website <http://www.dcjs.virginia.gov/pss/index.cfm> or contact our customer service representatives for training requirements.

12. Have you had your photo taken by a certified training school or with this Department? Yes No*

*If "No", you MUST schedule an appointment to have your photo taken at an approved photo site in order for your license to be issued upon final approval. For a list of available photo sites, please view our website <http://www.dcjs.virginia.gov/pss/index.cfm> or contact our customer service representatives.

13. Are you going to carry or have access to a firearm while on duty? Yes* No

*If "Yes", you MUST also submit an application and fee for a firearms endorsement (Form PSS_RF) and complete all required firearms training.

14. Have you, your employees, or your firm committed any act or omission which resulted in a license or legal credential being suspended, revoked, non-renewed or being otherwise disciplined in any local, state (including Virginia) or national regulatory body? Yes* No

*If "Yes", attach copies of any correspondence or documentation related to this matter to include the name of the jurisdiction in which it took place, the license number and the name of the business/individual involved. Provide an explanation of the events, including a description of the disciplinary proceeding and the type of sanctions that were imposed.

Affirmation

I, the undersigned, certify that all information contained on this application is true and correct to the best of my knowledge and I have not omitted any pertinent information. I understand that any misrepresentation, falsification or omission of pertinent information may be cause for denial and may result in criminal charges. I understand that I am responsible for maintaining full compliance with Virginia Code Sections and the Regulations Relating to Bail Enforcement Agents.

Print Name: _____

Signature Required: _____ Date: _____
mm/dd/yy

Please make sure you have enclosed the following:

? Initial License Fee (\$200.00)
? If applicable, Fingerprint Application Form, Fingerprint Card and Fee (\$50.00)
? If applicable, Firearms Endorsement Application and Fee (\$10.00)
? If applicable, copies of correspondence required in Question 14
The check or money order should be made payable to: Treasurer, Commonwealth of Virginia.
Total Fees Enclosed: \$