



Private Security – Agency Address Change

Private Security Guards, Private Investigators, Bail Bond Recovery Agents

- Send Completed Form, in a PDF format, via email to pspi@cjtc.wa.gov
- **Fee \$0**

Use this form to report an agency change of address or other company information.

- Complete and sign this form and return to the email above.
 - *Document must be submitted in a PDF format; any other format will be returned.*
- Include an updated and current business license.
- Incomplete or illegible forms will be returned for resubmission.

Firearms Certificate Type (check only 1)	<input type="checkbox"/> Private Security	<input type="checkbox"/> Private Investigator	<input type="checkbox"/> Bail Bond Recovery Agent
Agency Contact		Agency Contact Email	
CURRENT ADDRESS / CONTACT INFORMATION			
Agency/Company Name			
Agency Address		City	State Zip Code
Agency Phone	Agency Owner/Designee Email Address (Required)		
Applicant's Contact Email Address:			
NEW ADDRESS / CONTACT CHANGE			
New Agency/Company Name			<input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Principal
New Agency Address		City	State Zip Code
New Agency Phone	Agency Owner/Designee Email Address (Required)		
Included: Business License <input type="checkbox"/>			
Signature Must Be Original (Handwritten)		Date:	
Company Owner/Designee (Printed)		Company Owner/Designee (Signature)	
FOR COMMISSION USE ONLY			
APPROVED <input type="checkbox"/> / DENIED <input type="checkbox"/>		REVIEWED BY:	
Date: _____		Initials: _____	
EMAIL CONFIRMATION DATE: _____		PROCESSED BY:	
		Initials: _____	