



Private Security – Employee Profile 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 update current employee profile for an active Firearms Certificate.

- 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.*
- 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
Company Name			
Company Designee Contact Email		Company Designee Contact Phone:	

EMPLOYEE CURRENT PROFILE INFORMATION			
Last Name	First Name	Middle Initial	SSN:
WSCJTC Firearms Certificate No.		DOL License No.	

UPDATED EMPLOYEE PROFILE INFORMATION		
Last Name	First Name	Middle Initial
Phone	Applicant Email Address:	
Other Information:		

Signature Must Be Original (Handwritten).	Date:
Company Owner/Designee (Print)	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: _____