



**APPLICANTS FOR, PRIVATE INVESTIGATIVE, PRIVATE SECURITY
AND BAIL ENFORCEMENT AGENCY LICENSING**

Enclosed are the forms to be completed by an applicant for a bail enforcement, private investigative and/or private security agency license. The forms and requirements needed for bail enforcement, private investigative and/or private security licenses are as follows:

**THE FOLLOWING IS A LIST OF REQUIREMENTS THAT MUST BE COMPLETED
BEFORE LICENSING:**

APPLICATION-PD1:

A separate application (PD1) is to be completed by each individual, partner, association member or corporation. If the applicant is a corporation, the application (PD1) will need to be completed by the person designated to be the licensee in Iowa and who is actively involved in the licensed business in Iowa.

FINGERPRINT CARDS-FD258:

Two fingerprint cards are required to complete the application process. The fingerprint cards can be obtained from Public Safety. The fingerprint cards and the processing fee must be turned in before the application can be approved.

COLOR PHOTOS:

Two color photos 1" X 1" of the head and shoulders of applicant must accompany the application (PD1). These photos cannot be over a year old. Please make sure the eyes are open. Passport size photos are acceptable.

FEES SUBMITTED WITH THE APPLICATION:

\$100.00 for each license requested

\$30.00 for each set (two cards) of fingerprint cards submitted- If not submitting fingerprint cards with application, this fee will need to accompany the fingerprint cards

\$10.00 for identification card

Make checks or money orders payable to Iowa Department of Public Safety.

SURETY BOND-PD6:

One copy of this form must be submitted for the licenses requested. A surety company authorized to do business in Iowa must issue this form. (Note: If the applicant is requesting a bail enforcement, private investigative and/or private security license, a \$5,000 bond is required, but for more than one type of business is licensed under this chapter, the bond amount would need to be \$10,000.) The agency name on the bond must be the same as the agency name indicated on the application (PD1).

PROOF OF FINANCIAL RESPONSIBILITY:

Each applicant shall provide “proof of financial responsibility”(liability insurance) as provided in the Administrative Rules 661-121.4(5). The agency name on the “proof of financial responsibility”(liability insurance) must be the same as the agency name indicated on the application (PD1).

BAIL ENFORCEMENT, PRIVATE INVESTIGATIVE OR PRIVATE SECURITY AGENCY CORPORATE INFORMATION FORM - PD7 OR LIMITED LIABILITY COMPANY FORM – PD5:

If the applicant is a corporation, one copy of this form along with a copy of your articles of incorporation must be submitted. If you are a Non-Iowa corporation, you must also apply for a certificate of authority to do business in Iowa from the Secretary of State (515-281-5204).

UNIFORMS, BADGES, HATS AND PATCHES:

Pictures, photo copies or physical descriptions of all uniforms, badges, insignia, patches and hats must be submitted for approval by the commissioner as outlined under Administrative Rules 661-121.12.

If you have questions concerning bail enforcement, private investigative and/or private security agency licensing, please feel free to call 515-725-6230, or e-mail at piinfo@dps.state.ia.us .