

Private Security Guard License Application



Biloxi Police Department
170 Porter Avenue
Biloxi, MS 39530
(228) 385-3033

Private Security Guard License Application Packet

Instructions:

- *Complete the form for the security guard application. It must be notarized before being submitted.*
- *Pay a twenty-five-dollar (\$25.00) non-refundable application fee.*
- *Answer all blocks on the form.*
- *Submit a copy of liability insurance policy meeting the requirements of the City of Biloxi's Code of Ordinances Chapter 12 – Licenses and Business Regulations; Article VIII. – Private Security Services and Security Guards (Sec. 12-8-9)*
- *Applicants must attach a recent photograph of themselves to the application. A photocopy of applicant's State issued ID or Driver's License is also acceptable for photograph.*
- *Employment Verification Letter*
- *Armed security guard applicants must attach a photocopy of their Mississippi Security Guard Statewide Gun Permit. (MCA 1972, 97-37-7).*
- *Applicants must submit their application to the front desk of the Biloxi Police Department located at 170 Porter Ave, Biloxi, MS. 39565, Tuesdays or Thursdays, 9:30-11:00 A.M. Applicants will be fingerprinted at the time of application submission. (Printed name and signature of Officer conducting fingerprints required on line below)*

X

Print, Sign, Badge #, Date

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Please provide an Employment Verification Letter completed and signed by your current employer. The letter must be on company letterhead and include the following information:

- Employee's full name
- Position/title
- Date employment began
- Current employment status
- Supervisor's name and contact information
- Authorized signature from the employer

The completed letter must be submitted to the Biloxi Police Department as part of the application process.

Process:

City of Biloxi Ordinance (Article VIII: Sec. 12-8-1 thru 12-8-12) requires all persons to be licensed through the Biloxi Police Department while employed as a security guard within the city limits.

Applicants will be subjected to a background investigation.

Applicants will be photographed if the license is approved.

Applicants will receive a receipt upon submission of the application and application fee payment.

Biloxi Police Department Administrative Support Section will process the application. If approved, applicant will receive a letter at the address provided on the application.

Instructions on how to obtain the license will be included.

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SECTION I.

Full Legal Name of Applicant (First/Middle/Last/Suffix)				Drivers License Number	State
Residence Address: (Street/City/County/State/Zip Code)					
Mailing Address: (Street/City/County/State/Zip Code)					
Sex	Race	Date of Birth	Place of Birth	Social Security Number	Age
Height	Weight	Hair Color	Eye Color	Telephone Number: (Including Area Code)	

SECTION II.

Prior Residences (List all residences within the last 90 days) (Street/City/County/State/Zip Code)					
1.					
2.					
3.					
Employment: (List in order, beginning with the present, each place of employment for the past 5 years)					
From:	To:	Name of Employer:	Address:	Phone Number:	
Criminal Record:(List all final convictions of any crime including DUIs, except minor traffic offenses within the past 5 years)					
Nature of Crime:		Date of Conviction:		Jurisdiction of Conviction:	
References: (list 3 references, other than family member)					
Name:		Address:		Phone Number:	Relationship:
1.					
2.					
3.					

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SECTION III.

Full name and address and phone number of the Private Security Service you are employed by:

Do you carry a weapon on the job?

YES

NO

If YES, you must attach a copy of your Mississippi Security Guard Statewide Gun Permit. Your application will be rejected without it.

SECTION IV. AFFIDAVIT

This application and REQUIRED supporting documents are executed under oath. Falsification or misrepresentation of any part or any document subjects the applicant to criminal prosecution under Mississippi Statutes of Biloxi Ordinances and/or denial of the security guard license.

STATE OF MISSISSIPPI

COUNTY OF _____

Before me this day personally appeared _____, who being duly sworn, deposes and say I DO SWEAR AND AFFIRM THAT the information contained in this application and all supporting documents is true and correct to the best of my knowledge.

Signature of Applicant

Sworn to and subscribed before me this _____ day of _____, 20_____.

My COMMISSION EXPIRES:

Notary Public, State of Mississippi