



# Application for a **CLASS 1 and/or CLASS 2 LICENCE** under the Security Industry Act 1997

P601

OFFICE USE ONLY												
Application No:	-											
Trim No:												

**NOTE**

1. You can apply more quickly and easily online via [police.nsw.gov.au/sled](http://police.nsw.gov.au/sled).
2. Applications made using this form may take several weeks longer to finalise than online applications due to the additional time required for the form to be received and manually processed.
3. Applications will not be accepted via email.
4. All documentation accompanying your application that displays your name must show your name written and spelt in exactly the same way (unless you provide acceptable documentary evidence of a change of name).

Please use a **BLACK** or **BLUE PEN**. Print clearly within the boxes in **CAPITAL LETTERS**.

## 1 APPLICANT DETAILS

1.1 Provide your personal details.

LAST NAME

GIVEN NAME(S)

GENDER

MALE

FEMALE

NON-BINARY

DIFFERENT TERM

PREFER NOT TO ANSWER

1.2 Have you ever been known by any other name(s) (e.g. maiden name)?

NO

YES  Provide details below, including when you stopped using the name

LAST NAME

GIVEN NAME(S)

DATE CEASED

 /  / 

LAST NAME

GIVEN NAME(S)

DATE CEASED

 /  / 

1.3 Provide your current residential address (NOT a PO Box) and your mailing address (if different from your residential address).

RESIDENTIAL ADDRESS

SUBURB/TOWN

STATE

POSTCODE

MAILING ADDRESS

(IF SAME AS RESIDENTIAL ADDRESS WRITE 'AS ABOVE')

SUBURB/TOWN

STATE

POSTCODE

1.4 Provide your date of birth (dd/mm/yyyy) and location:

DATE OF BIRTH

 /  / 

COUNTRY OF BIRTH

If you were born in Australia, provide the State/Territory and Suburb/Town.

STATE/TERRITORY

SUBURB/TOWN

1.5 Provide your contact details:

TELEPHONE NO (BUSINESS HOURS)

MOBILE

EMAIL ADDRESS

# 1 APPLICANT DETAILS

1.6 You must provide certified copies of **two (2)** documents from the following list, **one of which must contain your photograph**.

- **Australian Passport** clearly showing your name, date of birth, photograph, passport number and expiry date (may be expired within last 2 years)
- **Australian Birth Certificate** (not an extract)
- **Australian Citizenship Certificate** (front and back page)
- **Australian Driver Licence**
- **Australian Marriage Certificate**
- **Health Card**
- **Immigration Card** (Immicard)
- **Medicare Card**
- **Pensioner Concession Card**
- **Senior's Health Card**
- **Health Care Card**
- **Australian Certificate of Registration by Descent**
- **Foreign Passport** clearly showing your name, date of birth, photograph, passport number, expiry date and country of issue
- **Veteran Seniors Health Card**
- **Veteran Gold Card**
- **Veteran Pension Concession Card**
- **NSW Photo Card / Proof of Age Card**
- **Aviation Security Identification Card**
- **Maritime Security Identification Card**

# 2 LICENCE TERM & APPLICATION FEE

2.1 Have you ever had your finger/palmprints taken for a NSW security, NSW CAPI or NSW tattoo industry licence?

YES  Go to Question 2.2

NO  Go to Question 2.3

2.2 Indicate the term of licence required.

1 YEAR \$160.00

5 YEARS \$640.00

2.3 Indicate the term of licence required (Fee payable includes finger/palmprint fee).

1 YEAR \$200.00

5 YEARS \$680.00

2.4 Payment MUST be made by Credit Card. Provide your Credit Card details below. ONLY Mastercard and Visa are acceptable. Credit Card payments are subject to a 0.44% merchant fee. **DO NOT SEND CASH.**

MasterCard  VISA

Credit Card number

Expiry Date

/

Amount \$

Cardholder's Name (BLOCK LETTERS)

Cardholder's Signature

# 3 EVIDENCE OF AUSTRALIAN CITIZENSHIP / RESIDENCY / VISA STATUS

3.1 Licences can only be granted to Australian citizens, permanent Australian residents (including New Zealand citizens), holders of a visa sponsored by a Master licence holder, or holders of a visa for a skilled occupation to which the activities authorised by the proposed licence correspond.

Do you satisfy the Australian citizenship, permanent residency or visa requirements listed above?

NO  You are not eligible to be granted a security licence.

YES  You must provide the following documents with your application.

### 3 EVIDENCE OF AUSTRALIAN CITIZENSHIP / RESIDENCY / VISA STATUS

If you are an Australian citizen or a permanent Australian resident (including New Zealand citizen) you must provide a copy of the following document(s) with your application:

- **Australian Passport** clearly showing your name, date of birth, photograph, passport number and expiry date (may be expired within the last 2 years), or
- **New Zealand passport** clearly showing your name, date of birth, photograph, passport number and expiry date, or
- **Australian Birth Certificate** (not an extract), or
- **Australian Citizenship Certificate** (front and back page), or
- **Immigration Card** (Immi Card), or
- **Foreign passport** clearly showing your name, date of birth, photograph, passport number, expiry date and country of issue.

If you hold a visa sponsored by a Master licence holder, or hold a visa for a skilled occupation to which the activities authorised by the proposed licence correspond, you must provide a copy of the following document(s) with your application.

- **Immigration Card** (Immi Card), or
- **Foreign passport** clearly showing your name, date of birth, photograph, passport number, expiry date and country of issue **AND** your **Visa grant notification letter** (both of which must be an **certified copy**).

#### Note

If the name on any document is different to your current name, you must provide certified copies of acceptable change of name documents.

#### 3.2 Are you an Australian citizen or a permanent Australian resident (including New Zealand citizen)?

YES  Go to section 4

NO  You must provide the following document(s) with your application

A police certificate from each country you have lived overseas in for 12 months or more over the previous 10 years since turning 16 years of age. Each certificate must be translated into English (if necessary) and verified as accurate by the relevant country's embassy or consulate in Australia.

Police certificates accompanying the application must have been issued within the last 12 months.

### 4 PREVIOUS SECURITY LICENCE HISTORY

#### 4.1 You must inform the Security Licensing & Enforcement Directorate (SLED) if you have previously held a NSW security licence.

Have you previously held a NSW security licence?

NO  Go to Section 5

YES  Provide details of the most recent licence below

Licence Number (if known)

EXPIRY DATE (dd/mm/yyyy)   /   /

### 5 LICENCE CLASS(ES)

#### 5.1 Select the licence subclass(es) you wish to apply for:

Class 1 (excluding 1E Monitoring Centre Operator) applicants **must**:

- Provide with this application, or within 42 days of lodging this application, copies of acceptable training documents clearly showing your name, issue date and units of competency as specified in the document "Competency Requirements for Class 1 Licences" on the SLED website [www.police.nsw.gov.au/sled](http://www.police.nsw.gov.au/sled).
- Provide evidence (certified copy) of a current First Aid Certificate clearly showing your name, issue date and the unit of competency HLTAID011 (Apply First Aid) or HLTAID014 (Provide Advanced First Aid).

#### CLASS 1 LICENCE

- 1A Security Officer  1D Guard Dog Handler
- 1B Bodyguard  1E Monitoring Centre Operator
- 1C Cash-in-Transit Guard  1F Armed Guard

#### CLASS 2 LICENCE

2A Security Consultant

2A applicants **must**:

- Provide evidence of relevant competency and experience requirements as published on the SLED website [www.police.nsw.gov.au/sled](http://www.police.nsw.gov.au/sled).

- 2B Security Seller
- 2C Security Equipment Specialist
- 2D Security Trainer
- 2E Private Investigator

2D applicants **must**:

- Provide evidence of relevant competency and experience requirements as published on the SLED website [www.police.nsw.gov.au/sled](http://www.police.nsw.gov.au/sled).

2E applicants **must**:

- Provide evidence of relevant competency as published on the SLED website [www.police.nsw.gov.au/sled](http://www.police.nsw.gov.au/sled).

**6 PERSONAL HISTORY**

6.1 You must answer **ALL** questions in this section. Penalties apply for omissions, false or misleading information. If you have more than one matter to declare for any question, attach a separate sheet showing details.

Have you ever had an application for a security licence refused or had a security licence suspended, cancelled or revoked in New South Wales or elsewhere?

NO  YES  (Provide details below)

TYPE OF LICENCE	WHERE	WHEN
<input type="text"/>	<input type="text"/>	<input type="text"/>

REASON FOR REFUSAL / SUSPENSION / CANCELLATION / REVOCATION

If you appealed against the decision, provide details below.

DATE	COURT	APPEAL OUTCOME
<input type="text"/>	<input type="text"/>	<input type="text"/>

6.2 Within the last 10 years, in New South Wales or elsewhere, have you been to court and been convicted of an offence?

NO  YES  (Provide details below)

OFFENCE	PENALTY
<input type="text"/>	<input type="text"/>

COURT	DATE OF CONVICTION
<input type="text"/>	<input type="text"/>

6.3 Within the last five years, in New South Wales or elsewhere, have you been found guilty of an offence (other than a minor traffic offence) where the court has decided to record no conviction (e.g. s10)?

NO  YES  (Provide details below)

OFFENCE	COURT	DATE
<input type="text"/>	<input type="text"/>	<input type="text"/>

6.4 Are you a registrable person or corresponding registrable person within the meaning of the *Child Protection (Offenders Registration) Act 2000*, and have reporting obligations under that Act?

NO  Go to Question 6.5  
 YES  You are not eligible to be granted a NSW security licence

6.5 Have you been banned from applying for a NSW security licence in the last two years?

NO  Go to Question 6.6  
 YES  You cannot apply for a NSW security licence

6.6 Are you, or have you ever been, a police officer in any jurisdiction or a member of the NSW Police Force in any capacity? Former **OVERSEAS** police officers must provide a statement of satisfactory service from the relevant police jurisdiction.

NO  YES  (Provide details below)

DATE FROM	DATE TO	JURISDICTION	Police Registered Number
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

## 7 DECLARATION AND CONSENT

### 7.1 You must complete and sign the Declaration and Consent. There are severe penalties for providing information that is false and/or misleading.

I, (Print full name)  :

- certify that the information contained in this application is true and correct in every detail;
- understand that giving false or misleading information is a serious offence;
- consent to the disclosure by the relevant authority of information needed to verify any details I have given in this application;
- consent to having my fingerprints and palmprints taken by a police officer in NSW in order to confirm my identity;
- consent to and do request Australian police agencies to release, to the NSW Police Force, information held by any of them regarding any convictions, findings of guilt (either with or without conviction) and any matters still outstanding against me and any other matters deemed relevant that are recorded against me, whether in my current name or a previous name;
- authorise disclosure to the NSW Police Force by New Zealand Police of ANY information that may be held by NZ Police, including any interaction I have had with NZ Police in any context or any information received by NZ Police. I understand that this is not limited to conviction information. Where that information relates to any record of criminal convictions I might have, I understand that it will automatically be concealed if I meet the eligibility criteria stipulated in section 7 of the *NZ Criminal Records (Clean Slate) Act 2004*;
- have attached all documents where requested by this application; and
- have supplied credit card details for the correct fee.

I acknowledge and agree:

(a) that the NSW Police Force relies on other State and Commonwealth jurisdictions (Other Agencies) to provide information to it (Other Agency Information);

(b) to release the NSW Police Force from any liability arising from any errors or omissions contained in that Other Agency Information; and

(c) to release and indemnify those Other Agencies from any actions and demands that I may have available against them arising out of the release by them of Other Agency Information to the NSW Police Force.

The above acknowledgment does not alter any rights I may have under legislation.

SIGNATURE

DATE (dd/mm/yyyy)

## 8 APPLICATION CHECKLIST

Please tick that you have:

- Provided certified copies of **two (2)** acceptable identification documents, **one of which includes your photograph**;
- Provided copies of documents showing evidence of Australian citizenship or permanent Australian residency (including New Zealand citizenship), or holding a visa sponsored by a Master licence holder, or holding a visa for a skilled occupation to which the activities authorised by the proposed licence correspond;
- Provided, if applicable, a police certificate from each country that you have lived in for 12 months or more over previous 10 years since turning 16 that has been translated into English (if necessary) and verified by the relevant country's embassy/consulate in Australia;
- Provided **identical** names on all forms and documents; or;
- Provided, if applicable, acceptable change of name documents. Acceptable change of name documents must show a clear link between all your names and are limited to the following:
  - Marriage certificate(s) issued by the NSW Registry of Births, Deaths & Marriages or, if you were married elsewhere, a certified copy of the marriage certificate issued by the celebrant or church
  - Change of Name certificate issued by the NSW Registry of Births, Deaths & Marriages
  - Full birth certificate showing your name at birth and your new name (extracts and commemorative certificates are NOT acceptable)
  - Divorce decree
  - Deed poll registered with the relevant authority
  - Instrument evidencing change of name registered in the Land Titles Office;
- Provided, if applicable, evidence of attainment of the required units of competency;
- Provided, if applicable, evidence of a current First Aid Certificate with the unit of competency HLTAID011 or HLTAID014;
- Chosen the correct licence class(es), subclass(es) and term of licence required;
- Completed all required sections;
- Signed the Declaration and Consent;
- Attached all relevant supporting documentation – Ensure that you provide original certified copies of all documents. **EACH PAGE that has been photocopied must** be signed by a Justice of the Peace, Legal Practitioner or Public Notary as a true and correct copy of the original; and
- Provided the correct payment.

**Mail the completed application form to:**

Security Licensing & Enforcement Directorate  
NSW Police Force  
Locked Bag 5099  
PARRAMATTA NSW 2124

**IMPORTANT:  
YOUR APPLICATION WILL BE DELAYED IF IT IS NOT FULLY COMPLETED AND/OR YOU HAVE NOT PROVIDED THE REQUIRED DOCUMENTATION AND FEE PAYMENT.**