

BOARD OF PRIVATE SECURITY

301 South Park Ave, Fourth Floor
PO Box 200513
Helena, MT 59620
Phone: (406) 444-6880

Email: **DLIBSDHELP@MT.GOV**
Website: **PRIVATESECURITY.MT.GOV**

BRANCH OFFICE

Renewal Application

Branch Office: _____

License Number: _____

Address: _____

City, State and Zip Code: _____

Your Montana Branch Office license will expire on **March 1**.

Active Renewal Fee: \$100.00

Inactive Renewal Fee: \$50.00

Active Late Renewal: \$200.00 (if Postmarked after March 1)

Please follow the instructions below in order to renew your license:

- 1) Submit a check or money order in the amount of \$100.00 made payable to the Board of Private Security. **DO NOT SEND CASH.**

NOTE: Renewals postmarked after March 1 are subject to an additional \$100.00 late fee, increasing the total amount due to \$200.00.

- 2) Answer the disciplinary question, sign and date the renewal application, and return it to the Board office with the appropriate fees and other required documentation (if applicable) before March 1.

Statement: By signing the application below, I declare under penalty of perjury that any false statement may lead to subsequent suspension or revocation of licensure on ethical grounds.

Incomplete or unsigned renewal applications will not be processed and will be returned, which may be subject to the late fee if not post marked on or before March 1.

HAVE ANY LEGAL OR DISCIPLINARY ACTIONS BEEN INSTITUTED AGAINST YOU OR ANY OF YOUR PROFESSIONAL LICENSES SINCE EITHER YOUR INITIAL LICENSURE IN MONTANA OR SINCE YOU RENEWED YOUR LICENSE, WHICHEVER OCCURRED LATEST?

Yes If so, please attach copies of the document that initiated each action and all final orders. Mont. Code Ann. Section 37-1-105 requires that you report this information. Failure to accurately furnish the information is grounds for denial or revocation of your license.

No

Signature: _____

Date: _____

DO NOT SEND CASH