



## Montana Private Security Program

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## Licensing Requirements and Application Checklist Firearms Endorsement

### License Requirements for Firearms Endorsement

Below are the minimum requirements you must meet in order to be licensed in the state of Montana.

1. Applicant must be a licensed security guard employed by a licensed security company in Montana or a licensed private investigator in Montana– [[MCA 37-60-303](#)]
2. Each Firearm Endorsement applicant shall complete a Department-Private Security Firearms training program –[[MCA 37-60-303](#), [ARM 24.182.420](#), [ARM 24.182.801](#)]
3. Applicant must be a citizen of the United States or a legal, permanent resident of the United States – [[MCA 37-60-303](#)]
4. Applicant is required to provide a background investigation that includes a fingerprint check by the Montana department of justice and the federal bureau of investigation - [[MCA 37-60-303](#)]
5. Requalification required annually by passing a shooting proficiency test conducted by a Montana POST Certified Firearms Instructor or Department approved Private Security Firearms Instructor - [[ARM 24.182.421](#)]

### Checklist of Required Documents to Submit for Application for Firearms Endorsement

The following documents and additional forms are required in addition to the basic application. Some documents may be submitted directly by the applicant as part of the application. Others, such as transcripts, may need to be sent to the Department directly from the source.

- If you answered yes to any personal history question on the application, include a detailed explanation on the event(s) and documentation from the source (licensing board, federal agencies/programs, or civil/criminal courtproceedings such as initiating/charging documents, final disposition/judgement documents, etc.).
- Applicant Rights and Consent to Fingerprint Notice (Privacy Act Statement).
- Montana Department of Justice and the Federal Bureau of Investigation fingerprint criminal background information.
- Evidence of satisfactory completion of a firearms training program taught by a Department approved Private Security Firearms Instructor or Montana POST Certified Firearms Instructor.

### Application Fee(s) for Firearms Endorsement

The following fee(s) must be submitted with your application. Online applicants can pay using a credit card or bank account. If you submit a paper application you must submit a check or money order. Do not mail cash.

- \$50 application fee



You can apply for a license online at <https://ebiz.mt.gov/POL/> or download a paper application from the website. Online application is recommended.

Please include a valid e-mail address with your application. E-mail is the department's primary form of communication.

If you have any questions about the application process or the licensing requirements please contact the Department of Labor and Industry Professional Licensing Bureau using the contact information at the top of this checklist.