

Form BLS 700 320

Business Licensing Service
PO Box 9034
Olympia WA 98507-9034
360-705-6741
BLS@dor.wa.gov
Fax: 360-705-6699

Private Investigative Agency/Principal Addendum

This addendum may only be submitted as an attachment to the Business License Application.

You may use this to apply for both the **agency** and **principal** endorsements.

Applicants must be at least 18 years old for an unnamed endorsements and at least 21 years for an armed endorsement.

Applicants must submit electronic fingerprints (see below).

Corporations and limited liability companies (see page 3 for other requirements).

 **Reset form**

This is an application for: *(check one and enter into Business License Application endorsements/fee section)*

Agency with armed principal - **\$750**

Agency with unarmed principal - **\$640**

Partner, armed - **\$330**

Partner, unarmed - **\$220**

Owner name:

UBI number:

A Business information

Business/trade name:

Phone:

WA state address:

City:

State:

Zip:

Business mailing address *(if different)*:

City:

State:

Zip:

B Agency principal or partner information

Principal/partner name:

Date of birth:

Social Security number:

Citizenship status:

U.S. citizen

Resident alien

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To ask about the availability of this publication in an alternate format for the visually impaired, please call 360-705-6705. Teletype (TTY) users may use the WA Relay Service by calling 711.

Have had at least three years' experience in investigative work or its equivalent as determined by the director. A year's experience means not less than two thousand hours of actual compensated work performed before the filing of an application. An applicant shall substantiate the experience by written certifications from previous employers. If the applicant is unable to supply written certifications from previous employers, applicants may offer written certifications from professional persons other than employers who, based on personal professional knowledge, can substantiate the employment.

Examination (*complete "Examination scheduling" next page*)

C Fingerprinting

All private investigators must have fingerprint-based background checks. For information about the fingerprinting and background check process, go to <http://www.dol.wa.gov/business/fingerprinting.html>

D Applicant personal data

Within the last 5 years, in this state or any other jurisdiction, has the business entity, any business owners, or any persons with controlling interest in this business:

- | | | |
|--|-----|----|
| 1. Had any action (fine, suspension, revocation, censure, surrender, etc.) taken against any professional or occupational license, certification, or permit? | Yes | No |
| 2. Defaulted or been convicted of or entered a plea of no contest to a gross misdemeanor or felony crime? (Don't include traffic offenses.) | Yes | No |

If you answered "Yes," attach a detailed explanation.

E Exam scheduling

Exams are given at driver licensing offices across the state. Select the location where you would like to take your exam, putting a "1" for your first choice and a "2" for your second choice. A licensing representative will contact you for scheduling.

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| | | | | |
|------------|-------------|---------------|--------------------------|--------------------------|
| Bel-Red | Federal Way | Omak | Renton | Tacoma (Yakima Ave) |
| Bellingham | Kennewick | Parkland | Seattle (25th Ave) | Union Gap |
| Bremerton | Kent | Port Angeles | Smokey Point | Vancouver (136th Ave) |
| Clarkston | Lynwood | Port Townsend | Spokane (Sprague Ave) | Walla Walla |
| Everett | Olympia | Puyallup | Sunnyside | Wenatchee |

F Insurance, bonding, and firearms certification

Prior to approving your endorsement, we must receive a certificate of liability insurance or a surety bond.

Armed private investigators attend an eight-hour firearms certification course certified by the Criminal Justice Training Commission (CJTC), telephone 206-835-7300. When you complete the firearms training, they will issue a certificate. We cannot issue you an armed endorsement until we receive your firearms certificate. RCW 18.170.040(c).

G Applicant authorization and certification

Do you authorize all organizations and government agencies (local, state, federal, or foreign) to release any information, files, or records requested to this Department to process your application?

Yes No

I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

Signature:

Date:

Print name:

Title:

