



STATUTORY INSTRUMENTS

S.I. No. 19 of 2008



PRIVATE SECURITY (LICENSING APPLICATIONS) REGULATIONS
2008

(Prn. A8/0181)

PRIVATE SECURITY (LICENSING APPLICATIONS) REGULATIONS
2008

The Private Security Authority, in exercise of the powers conferred on it by section 51 of the Private Security Services Act 2004 (No. 12 of 2004) and with the consent of the Minister for Justice, Equality and Law Reform, hereby makes the following regulations:

1. These regulations may be cited as the Private Security (Licensing Applications) Regulations 2008.
2. These regulations come into operation on 25 January 2008.
3. The Private Security (Licensing Applications) Regulations 2007 (S.I. No. 856 of 2007) are revoked.
4. In these regulations—

“Act” means the Private Security Services Act 2004 (No. 12 of 2004);

“licence” means a licence issued under the Private Security (Licensing and Standards) Regulations 2005 (S.I. No. 834 of 2005) or the Private Security (Licensing and Standards) (Cash in Transit) Regulations 2007 (S.I. No. 857 of 2007).

5. An applicant for a licence shall complete the form specified in the Schedule to these regulations or a form to the like effect specified from time to time by the Authority.

6. Following are the particulars to be included in an entry in the register established under section 33 of the Act in respect of a licensee:

- (a) name and identification number assigned by the Authority;
- (b) business name and address;
- (c) category of licence issued to the licensee;
- (d) its commencement date, expiry date and number;
- (e) any variation of the licence and effective date of the variation;
- (f) date of any cancellation;
- (g) any other categories of licence held.

*Notice of the making of this Statutory Instrument was published in
“Iris Oifigiúil” of 12th February, 2008.*

SCHEDULE

FORM OF APPLICATION FOR LICENCE



The Private Security Authority
An tÚdarás Slándála Príobháidí

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PSA_CLA_06/2007 (CIT)

Licence Application Form

- Please read the Form Completion Notes before completing this form.
- The form should be filled out using **BLACK INK** and **IN BLOCK CAPITALS**.
- The form may be revised periodically - before completing it, check that no revision has been substituted.

Section A General Details

General Details

1 **Name of Applicant** _____
(Name to appear on licence)

2 **Trading As** _____

Contact Name _____

3 **Business Telephone Number** _____ **Fax Number** _____

4 **Website Address** _____ **E-mail Address** _____

5 **PPS Number or Revenue Registration Number** _____

6 **Business Address** _____
(this is the address to which all correspondence will issue)

7 **Number of Employees** _____

8 **Legal Status** (tick ✓ the appropriate box)

Sole Trader	<input type="checkbox"/>	Company (Complete Section C)	<input type="checkbox"/>	Foreign Company	<input type="checkbox"/>
Partnership (Complete Section B)	<input type="checkbox"/>	• Private Unlimited Company	<input type="checkbox"/>	Branch of Foreign Company	<input type="checkbox"/>
		• Private Limited Company	<input type="checkbox"/>	Other (give details)	<input type="checkbox"/>
		• Public Limited Company	<input type="checkbox"/>	_____	

9 **Turnover as defined in the Private Security (Licence Fees) Regulations 2005 for latest 12-month accounting period.** (Auditor's Certificate required where relevant)

Annual Accounting Period from to

Licence Application Form - Page 2

10 Licence(s) Required

Licence(s) Required (tick ✓ as appropriate)	Standard Obtained	Turnover	Fee
<input type="checkbox"/> Door Supervisor (licensed premises) licence <small>*see footnote</small>		€	Turnover Fee €
<input type="checkbox"/> Installer (intruder alarm) licence		€	Turnover Fee €
<input type="checkbox"/> Security Guard (monitoring centre) licence <input type="checkbox"/> Security Guard (static) licence		€	Turnover Fee €
<input type="checkbox"/> Cash-in-transit: <input type="checkbox"/> CIT (ATM) licence <input type="checkbox"/> CIT (coin) licence <input type="checkbox"/> CIT (other) licence <input type="checkbox"/> CIT (point to point) licence		€	Turnover Fee €

Total of Turnover Fees:

€

Administration Fee:

€ 1,000

Total Fee Payable

€

(Total of Turnover Fees + Administration Fee)

11 Method of Payment (tick ✓ as appropriate)

 Bank Draft Postal Order Money Order Cheque

12 Tax Clearance Certificate Details (enclose Tax Clearance Certificate)

Number:

Issue Date:

D	D	M	M	Y	Y
---	---	---	---	---	---

Expiry Date:

D	D	M	M	Y	Y
---	---	---	---	---	---

13 Previous Businesses

Has the applicant (if the applicant is a sole trader) or any of the partners in the partnership (if the applicant is a partnership) been adjudicated bankrupt, or has any of the directors of the body corporate (if the applicant is a body corporate) been a director or shadow director of any body corporate which has gone into liquidation during the 24 - month period prior to the date of this application in circumstances where the body corporate was insolvent at the date of the commencement of the liquidation?

 Yes No If yes please give details on a separate sheet.

* "door supervisor (licensed premises) licence" means a licence authorising the provision of door security at or in the vicinity of premises licensed for the sale of intoxicating liquor, public dance halls, clubs or food premises, a food stall or food vehicle. For further details see the Private Security (Licensing and Standards) Regulations 2005 (S.I. No.834 of 2005).

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16 Details of Company Secretary and Directors (additional information to be provided on separate sheet)

Company Secretary Name & Address:

Tel No. _____

Fax No. _____

Mobile No. _____

PPS No. _____

E-Mail _____

Percentage Shareholding %

Director Name & Address: _____

Has this director, at any time in the last ten years, been made the subject of a restriction order or a disqualification order under the Companies Acts 1963 - 2005? Yes
No

Tel No. _____

Fax No. _____

Mobile No. _____

PPS No. _____

E-Mail _____

Percentage Shareholding %

Director Name & Address: _____

Has this director, at any time in the last ten years, been made the subject of a restriction order or a disqualification order under the Companies Acts 1963 - 2005? Yes
No

Tel No. _____

Fax No. _____

Mobile No. _____

PPS No. _____

E-Mail _____

Percentage Shareholding %

Director Name & Address: _____

Has this director, at any time in the last ten years, been made the subject of a restriction order or a disqualification order under the Companies Acts 1963 - 2005? Yes
No

Tel No. _____

Fax No. _____

Mobile No. _____

PPS No. _____

E-Mail _____

Percentage Shareholding %

Director Name & Address: _____

Has this director, at any time in the last ten years, been made the subject of a restriction order or a disqualification order under the Companies Acts 1963 - 2005? Yes
No

Tel No. _____

Fax No. _____

Mobile No. _____

PPS No. _____

E-Mail _____

Percentage Shareholding %

Director Name & Address: _____

Has this director, at any time in the last ten years, been made the subject of a restriction order or a disqualification order under the Companies Acts 1963 - 2005? Yes
No

Tel No. _____

Fax No. _____

Mobile No. _____

PPS No. _____

E-Mail _____

Percentage Shareholding %

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Declaration

I declare that the information provided in this application as/on behalf of/the applicant is true and complete in every respect and that the applicant is fully compliant with all statutory obligations, including the Safety, Health and Welfare at Work Act 2005 and applicable regulations thereunder, the Organisation of Working Time Act 1997 and the Security Industry JLC Employment Regulation Orders where applicable.

I understand that it is an offence to supply misleading information in order to obtain a Private Security Authority Licence and that doing so may lead to the licence being refused or suspended and to a prosecution.

I understand that information about the licence will be placed on a public register in accordance with section 33 of the Private Security Services Act 2004.

Applicant: _____
BLOCK CAPITALS

Signature: _____

On behalf of applicant (For a partnership all partners are required to sign)

Capacity: _____

Date:

D	D	M	M	Y	Y
---	---	---	---	---	---

Tel Number:

--	--	--	--	--	--	--	--	--	--	--	--

In case of partnership, partner number two to sign below.

Name: _____
BLOCK CAPITALS

Signature: _____

Capacity: _____

Date:

D	D	M	M	Y	Y
---	---	---	---	---	---

Tel Number:

--	--	--	--	--	--	--	--	--	--	--	--

(If there are more than two partners the additional partner(s) should sign on a separate sheet)

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Please use the checklist below to confirm that all necessary documentation is included with your application, as its non-inclusion may result in your application being rejected

Enclosure Checklist

- Completed Application Form
- Prescribed Licence Fee
- Valid Tax Clearance Certificate(s)
- Certificate of Incorporation (for limited companies) dated not earlier than 4 weeks before the date of the application
- Certificate of Business or Trade Name where the business or trade name is not that of the beneficial owner of the business
- Auditor's Turnover Certificate (Note: If the application for a licence is made during the six-month period after the expiry of the latest financial period of the applicant, the turnover fee payable is calculated by reference to the turnover for the ordinary 12-month accounting period last preceding the latest financial period. In that case the applicant should provide an auditor's certificate (where relevant) in respect of that accounting period).
- Completed Garda Vetting Form for EACH of the principals (Sole Traders, Partners or Directors) in the form made available by the Authority.
- All sole traders, partners and company directors who have spent six months or more in another jurisdiction will be required to provide a criminal record certificate from that jurisdiction.
- Evidence of attainment of the required standard(s)

The Minister for Justice, Equality and Law Reform consents to the making of these regulations.



GIVEN under my Official Seal,
25 January 2008

BRIAN LENIHAN, T.D.
Minister for Justice, Equality and Law Reform.



GIVEN under the seal of the Private Security Authority,
25 January 2008

MAURICE DOCKRELL
Chairperson.

GERALDINE LARKIN
Chief Executive.

EXPLANATORY NOTE

(This note is not part of the instrument and does not purport to be a legal interpretation.)

These Regulations prescribe the form of application for a licence under the Private Security Services Act 2004 and (b) the particulars to be included in the register of licensees.

BAILE ÁTHA CLIATH
ARNA FHOILSIÚ AG OIFIG AN tSOLÁTHAIR
Le ceannach díreach ón
OIFIG DHÍOLTA FOILSEACHÁN RIALTAIS,
TEACH SUN ALLIANCE, SRÁID THEACH LAIGHEAN, BAILE ÁTHA CLIATH 2
nó tríd an bpost ó
FOILSEACHÁIN RIALTAIS, AN RANNÓG POST-TRÁCHTA,
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