

Security Guard Application Guide

Please visit Excise & Licenses Security Guard [webpage](#) application information. Please make sure that you look at the Required Documents and Fees section.

Make sure all required documents are uploaded to your computer.

Step 1: Register for an Account

Register for your Permitting and Licensing account online at: www.denvergov.org/AccelaCitizenAccess/Default.aspx

Permitting and Licensing Center Home Page

Go to www.denvergov.org/AccelaCitizenAccess/Default.aspx

DENVER
THE MILE HIGH CITY

Neighborhood Business Visiting Government Online Services A to Z

Register for an account [login](#)

Denver's Permitting and Licensing Center

Home Development Services Business Licenses **Contractor Licensing** Right-of-Way

Advanced Search

Username or E-mail: Password: [Log In »](#)

Remember me on this computer [I've forgotten my password](#) [New Users: Register for an account](#)

Welcome to Denver's online permitting and licensing center!

- **Development Services:** Apply or pay for development permits, Check plan review status, Schedule inspections, Search permit records
- **Business Licenses:** Apply, renew, or modify a business license, Search license records
- **Contractor Licensing:** Apply for or renew a license or certificate
- **Right-of-Way:** Apply for a ROW permit, Request an address, Schedule a ROW inspection, Search ROW permit records

Contractors: After logging in, go to "My Account" to add your license.

Need help? Dial 3-1-1 within Denver, (720) 913-1311 from outside of Denver, or use our online [tutorials](#), [videos](#), and [FAQs](#).

Click
"Register for
an account"

Advanced Search

Account Registration

You will be asked to provide the following to open an account:

- Username and password
- Contact information

Please review and accept the terms below to proceed.

General Disclaimer

While the City attempts to keep its Web information accurate and timely, the City neither warrants nor makes representations as to the functionality or condition of this Web site, its suitability for use, freedom from interruptions or from computer virus, or non-infringement of proprietary rights. Web materials have been compiled from a variety of sources and are subject to change without notice from the City as a result of updates and corrections.

All trademarks and service marks contained in or displayed on this Web site are the

I have read and accepted the above terms.

[Continue Registration »](#)

Read the disclosure, check the box, then click "Continue Registration"

Create Your Account

Denver's Permitting and Licensing Center

Advanced Search

Account Registration Step 2:
Enter/Confirm Your Account Information

* indicates a required field.

Login Information

Please click on the (?) button for help.

* Username: (?)

* E-mail Address:

* Password: (?)

* Type Password Again:

* Enter Security Question: (?)

* Answer: (?)

Create your account by filling out the required information.

My Contact Information

*Required

Add New

Click the "Add New" button to add your contact information.

I'm not a robot 
reCAPTCHA
Privacy - Terms

Continue Registration »

Contact Information

*Address Line 1:

*City:

*State:
--Select--

*Zip:

Home Phone: Business Phone: *Cell Phone:

Fax:

*E-mail:

A box will pop-up for you to enter your contact information. Click "Continue" when finished.

Continue Clear Discard Changes

My Contact Information

*Required

✔ Contact added successfully.

Jacques Clouseau
City and County of Denver
EXL-Notifications@Denvergov.org
Home phone:
Mobile Phone:(720) 913-1311
Work Phone:
Fax:
Edit Remove

Your contact information will automatically populate.

I'm not a robot 
reCAPTCHA
Privacy - Terms

Continue Registration »

Resolve CAPTCHA and verify your humanity "Continue Registration."

Step 2: Log In To Your Account

The screenshot shows a web browser window with the URL <https://denvergov.org/strapplication/account/RegisterConfirm.aspx?UserSeqNum=810>. The page header features the Denver logo and the text "DENVER THE MILE HIGH CITY". A green banner at the top of the content area displays the message "Your account is successfully registered." Below this, a dark blue box contains the text "Congratulations. You have successfully registered an account." The page is divided into two main sections: "Account Information" and "Contact Information". The "Account Information" section lists: User Name: janedoe, E-mail: str@denvergov.org, Password: ***** (masked), and Security Question: What is your Mother's maiden name?. The "Contact Information" section lists: Jane Doe, 201 W Colfax Ave, str@denvergov.org, Home Phone, Work Phone, Mobile Phone: (720) 865-2750, and Fax. At the bottom of the page, there is a "Login Now" button. A red arrow points from the "Login Now" button to the "Your account is successfully registered." message.

A green box will confirm your account has been created.

Click "Login Now" to log in to your newly created account.

The navigation bar is dark blue with the Denver logo on the left. It contains the following links: Neighborhood, Business, Visiting, Government, Online Services, and A to Z.

Denver's Permitting and Licensing Center

The screenshot shows the login page for the Denver Permitting and Licensing Center. The navigation bar includes "Home", "Development Services", "Business Licenses", "Contractor Licensing", and "Right-of-Way". Below the navigation bar is an "Advanced Search" box. The main login area contains a "Username or E-mail:" field with the value "EXL-Notifications@Denver", a "Password:" field with masked characters "*****", and a "Log in »" button. Below the login fields are three links: "Remember me on this computer", "I've forgotten my password", and "New Users: Register for an account". A red arrow points from the "Log in »" button to the "Advanced Search" box.

Log in to your account with the username and password you entered on the previous page.

Welcome to Denver's online permitting and licensing center!

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Need help? Dial 3-1-1 within Denver, (720) 913-1311 from outside of Denver, or use our online [tutorials](#), [videos](#), and [FAQs](#).

View Denver's [business license hearing calendar](#).

Denver's Permitting and Licensing Center

 [Home](#) [Development Services](#) [Business Licenses](#) [Contractor Licensing](#) [Right-of-Way](#)[Dashboard](#) [My Records](#) [My Account](#) [Advanced Search](#)

Click "Business Licenses"

Hello, Jacques Clouseau

My Collection (0)

[View Collections](#)

You do not have any collections right now.

Denver's Permitting and Licensing Center

 [Home](#) [Development Services](#) [Business Licenses](#) [Contractor Licensing](#) [Right-of-Way](#)[Apply for a License](#) [Search Licenses](#)

My Licenses

Once your license has been issued you may print a copy of your license at any time by clicking on the license number in the table below, and selecting "Record Info". A copy will be made available in the "Attachments" section.

Showing 0-0 of 0

Date	License Number	License Type	Record Name	Expiration Date	Status	Action	Short Notes
No records found.							

Click "Apply for a License"

Denver's Permitting and Licensing Center

Home Development Services **Business Licenses** Contractor Licensing Right-of-Way

Apply for a License Search Licenses

Online Application

Welcome to Agency's Online Permitting System. Using this system you can submit and update information, pay fees, schedule inspections, track the status of your application, and print your final record all from the convenience of your home or office, 24 hours a day.

Please "Allow Pop-ups from This Site" before proceeding. You must accept the General Disclaimer below before beginning your application.

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I have read and accepted the above terms.

Continue Application »

Check the box to agree to the Terms and Conditions, then click "Continue Application."

Denver's Permitting and Licensing Center

Home Development Services **Business Licenses** Contractor Licensing Right-of-Way

Apply for a License Search Licenses

Select a Record Type

Choose one of the following available record types. For assistance or to apply for a record type not listed below please contact us.

- ▶ Private Security Employer
- ▶ **Security Guard**
- ▶ Short Term Rentals
- ▶ Temporary Restaurants and Events

Continue Application »

Click the arrow next to the Record Type – Security Guard

Denver's Permitting and Licensing Center

Search... Home Development Services **Business Licenses** Contractor Licensing Right-of-Way

Apply for a License Search Licenses

Select a Record Type

Choose one of the following available record types. For assistance or to apply for a record type not listed below please contact us.

- ▶ Private Security Employer
- ▼ Security Guard
 - Security Guard License
- ▶ Short Term Rentals
- ▶ Temporary Restaurants and Events

Select the "Security Guard License" button, then click "Continue Application."

Denver's Permitting and Licensing Center

Search... Home Development Services **Business Licenses** Contractor Licensing Right-of-Way

Apply for a License Search Licenses

Security Guard License

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Step 1: General Information > Eligibility Questions

* indicates a required field.

Eligibility Questions

ELIGIBILITY QUESTIONS

Are you under the age of 18?: *

 Yes NoHave you been convicted of or released from incarceration for **any** felony within the past 5 years?: * Yes NoHave you been convicted of or released from incarceration for **any** misdemeanor or municipal ordinance offense involving fraud, theft, deceit, or misrepresentation within the past 5 years?: * Yes NoHave you been convicted of or released from incarceration for **any** offense involving an act of violence against persons or property, including but not limited to assault, child abuse, or domestic violence, within the past 5 years?: * Yes No

Have you had a Denver issued merchant guard or security guard license revoked or suspended within the past 5 years?: *

 Yes No

Have you been convicted of operating without a Denver merchant guard or security guard license within the past 5 years?: *

 Yes No

Answer all Eligibility Questions, then click "Continue Application."

Denver's Permitting and Licensing Center

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Security Guard License

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Step 1: General Information > Notice of Required Documents

* indicates a required field

Notice of Required Documents

Please be advised that, before submitting this application, you will need to upload the following documents. If you do not have these documents, please save your application and return to it once you have obtained them.

Incomplete applications will be rejected.

ALL SECURITY GUARDS

- A [Certificate of Security Guard Training Completion](#) completed within the past 60 days
- A [Certificate of Physical and Mental Fitness](#) completed within the past 60 days
- A Copy of [Valid State or Federally Issued Identification](#) (i.e. driver's license, passport, etc...)
- A Headshot Photo that meets [Badging Criteria](#)
- A [Letter of Hire](#) from your intended employer(s) completed within the past 60 days
- An [Affidavit of Criminal and Employment History](#)
- An [FBI background check](#) ran within the past 60 days

ADDITIONAL FOR A PLAINCLOTHES ENDORSEMENT

This endorsement allows you to work as a security guard in regular clothes rather than your employer's approved uniform for specific events

- A [Letter of Plainclothes Endorsement Request](#) from your intended employer(s) completed within the past 60 days

ADDITIONAL FOR A FIREARM ENDORSEMENT

This endorsement allows you to carry a firearm while working as a security guard

- A [Letter of Firearm Endorsement Request](#) from your intended employer(s) completed within the past 60 days
- A [Firearm Training Certification](#) completed within the past 6 months

ADDITIONAL FOR AN EXPLOSIVE DETECTION CANINE ENDORSEMENT

This endorsement allows you to be accompanied by an explosive detection canine while working as a security guard

- [Letter of Explosive Detection Canine Request](#) from your intended employer(s) completed within the past 60 days
- An [Explosive Detection Canine Certificate](#) completed within the past 60 days

For more information about any of these documents, please refer to the [Security Guard FAQ Webpage](#)

[Save and resume within 30 days](#)[Continue Application »](#)

Review the Required Documents Listed Above. Ensure you have digital versions of your required documents uploaded to your computer prior to continuing the application. Once you are ready, select "Continue Application".

Denver's Permitting and Licensing Center

Search... [Home](#) [Development Services](#) **[Business Licenses](#)** [Contractor Licensing](#) [Right-of-Way](#)[Apply for a License](#) [Search Licenses](#)

Security Guard License

1 General Information **2** Application Information **3** Statement of Understanding **4** Lawful Presence **5** Review **6** **7**

Step 1: General Information > Applicant Information

Applicant

The person applying for the Security Guard License.
Status updates, your professional license, and your temporary badge will be sent to the email address provided here.

[Add New](#)

Click the "Add New" button to add your Applicant information.

Applicant Contact Information

***First Name** ***Last Name**

Jacques

Clouseau

***Birth Date:**

08/14/1945

***Address Line 1:**

201 W. Colfax Dept. 206

Address Line 2:

***City:**

Denver

***State:**

CO

***Zip:**

80202-

***Phone Number:**

(720) 913-1311

***Email Address:**

EXL-Notifications@Denver

[Continue](#)[Clear](#)[Discard Changes](#)

A box will pop-up for you to enter the Applicant Contact Information. Click "Continue" when finished.

Additional person to receive application notifications and a copy of your professional license once it is issued, p

Mailing Address for Badge Delivery

Please add your mailing address below.

This is where your badge will be mailed unless you opt to pick up your badge in person later in the application.

Add New

Click the “Add New” button to add your Mailing Address for Badge Delivery.

Mailing Address Contact Information

* Mail Badge To:

French Sûreté

* Address Line 1:

4101 Reservoir Rd NW

Address Line 2:

* City:

Washington

* State:

DC

* Zip:

20007-

Continue

Clear

Discard Changes

A box will pop-up for you to enter the Mailing Address for Badge Delivery. Click “Continue” when finished.

Optional Email Notification Recipient

If you would like an additional person to receive application notifications and a copy of your professional license once it is issued, please add their contact information here.

Add New

If desired, click the “Add New” button to add an Optional Email Notification Recipient.

Optional Email Recipient Contact Information

* First Name

Hercule

* Last Name

Poirot

* Email Address:

Hercule.Poirot@Denvergov

Phone Number:

|

Continue

Clear

Discard Changes

A box will pop-up for you to enter the Optional Email Notification Recipient. Click “Continue” when finished.

Denver's Permitting and Licensing Center

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Security Guard License

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Step 1: General Information > Applicant Information

*indicates a required field.

Applicant

The person applying for the Security Guard License.
Status updates, your professional license, and your temporary badge will be sent to the email address provided here.

✔ Contact added successfully.

Jacques Clouseau
Business Name :
Full Name:
Birthdate: 08/14/1945
Address Line 1: 201 W. Colfax Dept. 206
Address Line 2:
City: Denver
State: CO
Zip Code: 80202
Email Address: EXL-Notifications@Denvergov.org
Phone Number: (720) 913-1311
[Edit](#) [Remove](#)

Mailing Address for Badge Delivery

Please add your mailing address below.
This is where your badge will be mailed unless you opt to pick up your badge in person later in the application.

✔ Contact added successfully.

Business Name : French Sûreté
Full Name:
Birthdate:
Address Line 1: 4101 Reservoir Rd NW
Address Line 2:
City: Washington
State: DC
Zip Code: 20007
Email Address:
Phone Number:
[Edit](#) [Remove](#)

Optional Email Notification Recipient

If you would like an additional person to receive application notifications and a copy of your professional license once it is issued, please add their contact information here.

✔ Contact added successfully.

Hercule Poirot
Business Name :
Full Name:
Birthdate:
Address Line 1:
Address Line 2:
City:
State:
Zip Code:
Email Address: Hercule.Poirot@Denvergov.org
Phone Number:
[Edit](#) [Remove](#)

Review all General Application Information for accuracy and select "Continue Application" to proceed.

[Save and resume within 30 days](#)[Continue Application >](#)

Denver's Permitting and Licensing Center

Search...

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Security Guard License

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Step 2: Application Information > Employer and Endorsement Information

*Indicates a required field.

Employer and Endorsement Information

EMPLOYER AND ENDORSEMENT INFORMATION

Please list all Private Security Employers that you intend to work for, and list any endorsements that each employer has requested you obtain.

Showing 0-0 of 0

Employer BFN	Employer Name	Firearm	Plainclothes	Canine
No records found.				

Add Employer **Edit Selected** **Delete Selected**

Save and resume within 30 days

Select "Add Employer"

Continue Application »

EMPLOYER AND ENDORSEMENT INFO

Your Employer's BFN (Business File Number) can be found on your letter of hire

* Employer BFN:

2018-bfn-0001456

* Employer Name:

TEST PSE DOC ERROR SCF

* Firearm:

Yes No

* Plainclothes:

Yes No

* Canine:

Yes No

Submit

Cancel

A box will pop-up for you to enter the Input your Employer's BFN and select appropriate endorsements. The Employer Name will auto populate if valid. Then select "Submit"

Denver's Permitting and Licensing Center

Search... Home Development Services **Business Licenses** Contractor Licensing Right-of-Way

Apply for a License Search Licenses

Security Guard License

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Step 2: Application Information > Employer and Endorsement Information

* indicates a required field.

Employer and Endorsement Information

EMPLOYER AND ENDORSEMENT INFORMATION

Please list all Private Security Employers that you intend to work for, and list any endorsements that each employer has requested you obtain.

Showing 1-1 of 1

<input type="checkbox"/>	Employer BFN	Employer Name	Firearm	Plainclothes	Canine	
<input type="checkbox"/>	2018-bfn-0001456	TEST PSE DOC ERROR SCRIPT	Yes	Yes	Yes	Actions ▾

[Add Employer](#) ▾ [Edit Selected](#) [Delete Selected](#)

Save and resume within 30 days

Select "Continue Application"

[Continue Application >](#)

Denver's Permitting and Licensing Center

Search... Home Development Services **Business Licenses** Contractor Licensing Right-of-Way

Apply for a License Search Licenses

Security Guard License

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Step 2: Application Information > Headshot Upload

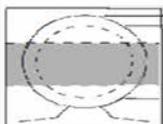
* indicates a required field.

Headshot Upload

Please upload a headshot photo that can be used to print your badge. In order to be acceptable, the photo must:

- Be recent, clear and in color, and demonstrate a true likeness of you.
- Be taken with a solid background that you will not blend into.
- Your head must face the camera directly and your entire head must be in the photo (No hats).
- Nothing may cover your eyes, including glasses or hair.

SAMPLE TEMPLATE



ACCEPTABLE

NOT ACCEPTABLE
Nothing may cover your faceNOT ACCEPTABLE
Needs a solid backgroundNOT ACCEPTABLE
Needs to represent YOU

The maximum file size allowed is 40 MB.

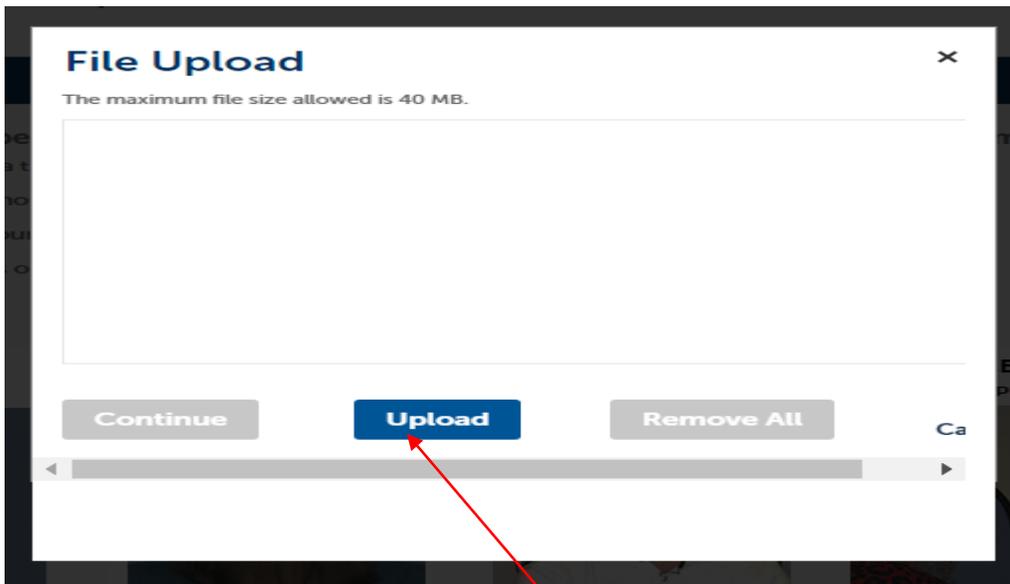
Name	Type	Size	Latest Update	Action
No records found.				

[Upload](#)

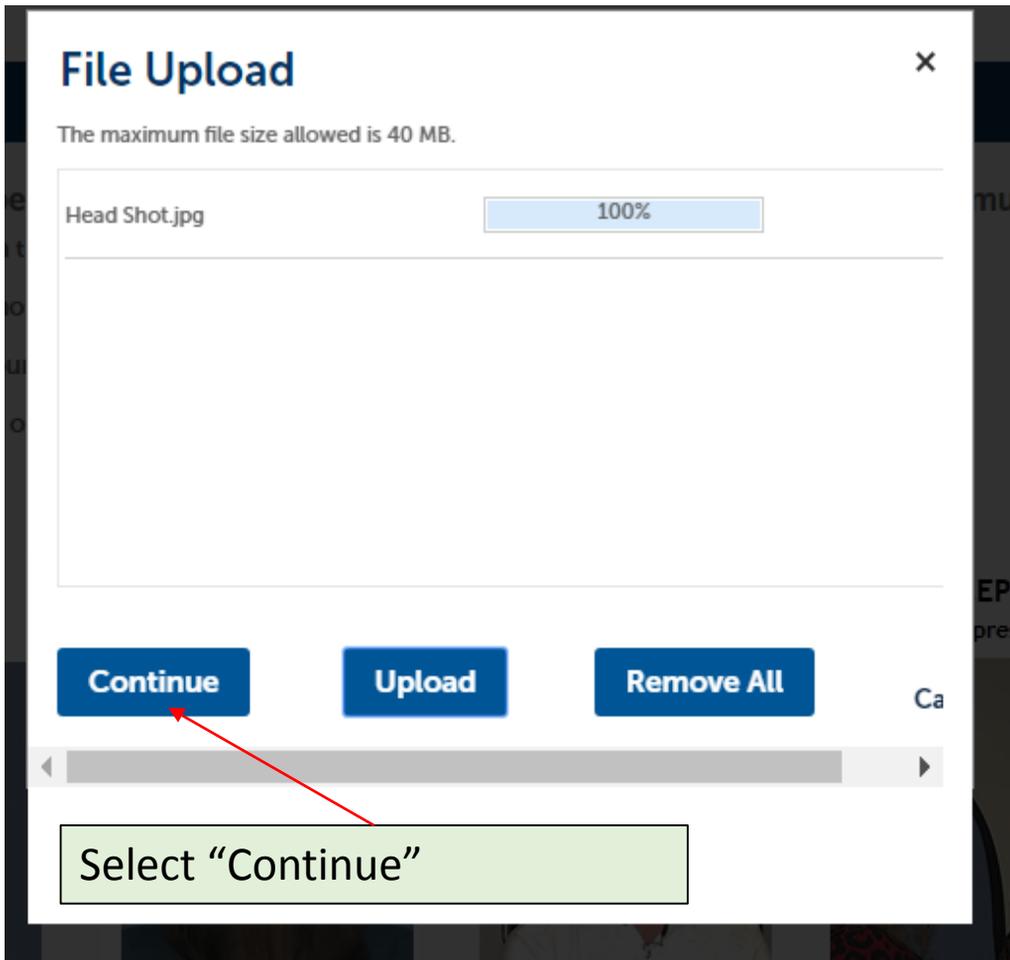
Save and resume within 30 days

Select "Upload"

[Continue Application >](#)



A box will pop-up for you to upload your head shot. Click on “Upload” then select the appropriate file from your computer to upload the file.



Denver's Permitting and Licensing Center

Search... [Home](#) [Development Services](#) **[Business Licenses](#)** [Contractor Licensing](#) [Right-of-Way](#)[Apply for a License](#) [Search Licenses](#)

Security Guard License

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Step 2: Application Information > Headshot Upload

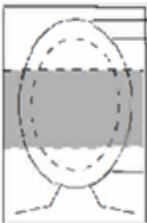
*indicates a required field.

Headshot Upload

Please upload a headshot photo that can be used to print your badge. In order to be acceptable, the photo must:

- Be recent, clear and in color, and demonstrate a true likeness of you.
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SAMPLE TEMPLATE



ACCEPTABLE



NOT ACCEPTABLE

Nothing may cover your face



NOT ACCEPTABLE

Needs a solid background



NOT ACCEPTABLE

Needs to represent you



The maximum file size allowed is 40 MB.

Name	Type	Size	Latest Update	Action
No records found.				

[Remove](#)

File:

Head Shot.jpg

100%

Description:

[spell check](#)[Save](#)[Upload](#)[Remove All](#)

Select "Save"

[Save and resume within 30 days](#)[Continue Application »](#)

Denver's Permitting and Licensing Center

Search...

Home Development Services **Business Licenses** Contractor Licensing Right-of-Way

Apply for a License Search Licenses



The attachment(s) has/have been successfully uploaded.
It may take a few minutes before changes are reflected.

Security Guard License

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Step 2: Application Information > Headshot Upload

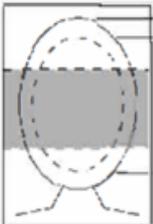
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Headshot Upload

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SAMPLE TEMPLATE



ACCEPTABLE



NOT ACCEPTABLE
Nothing may cover your face



NOT ACCEPTABLE
Needs a solid background



NOT ACCEPTABLE
Needs to represent you



The maximum file size allowed is 40 MB.

Name	Type	Size	Latest Update	Action
Head Shot.jpg	Headshot Photo	19.24 KB	10/29/2018	Actions ▾

Upload

Save and resume within 30 days

Select "Continue Application"

Continue Application >

Denver's Permitting and Licensing Center

Search... [Home](#) [Development Services](#) **[Business Licenses](#)** [Contractor Licensing](#) [Right-of-Way](#)[Apply for a License](#) [Search Licenses](#)

Security Guard License

1 General Information	2 Application Information	3 Statement of Understanding	4 Lawful Presence	5 Review	6	7
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Step 2: Application Information > Required Documents

* indicates a required field.

Required Documents

Please upload the following documents in PDF format. You may choose to upload the documents in a combined file or individually as long as all documents are present.

Incomplete applications will be rejected.

ALL SECURITY GUARDS

- A [Certificate of Security Guard Training Completion](#) completed within the past 60 days
- A [Letter of Hire](#) from your intended employer(s) completed within the past 60 days

ADDITIONAL FOR A PLAINCLOTHES ENDORSEMENT

This endorsement allows you to work as a security guard in regular clothes rather than your employer's approved uniform for specific events

- A [Letter of Plainclothes Endorsement Request](#) from your intended employer(s) completed within the past 60 days

ADDITIONAL FOR A FIREARM ENDORSEMENT

This endorsement allows you to carry a firearm while working as a security guard

- A [Letter of Firearm Endorsement Request](#) from your intended employer(s) completed within the past 60 days
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ADDITIONAL FOR AN EXPLOSIVE DETECTION CANINE ENDORSEMENT

This endorsement allows you to be accompanied by an explosive detection canine while working as a security guard

- [Letter of Explosive Detection Canine Request](#) from your intended employer(s) completed within the past 60 days
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For more information about any of these documents, please refer to the [Security Guard FAQ Webpage](#)

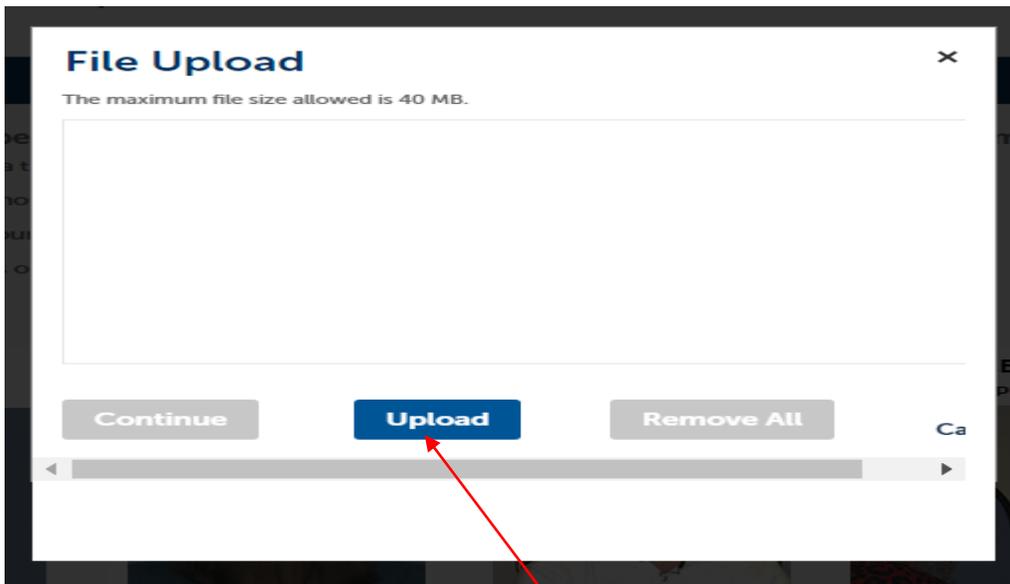
The maximum file size allowed is 40 MB.

Name	Type	Size	Latest Update	Action
No records found.				

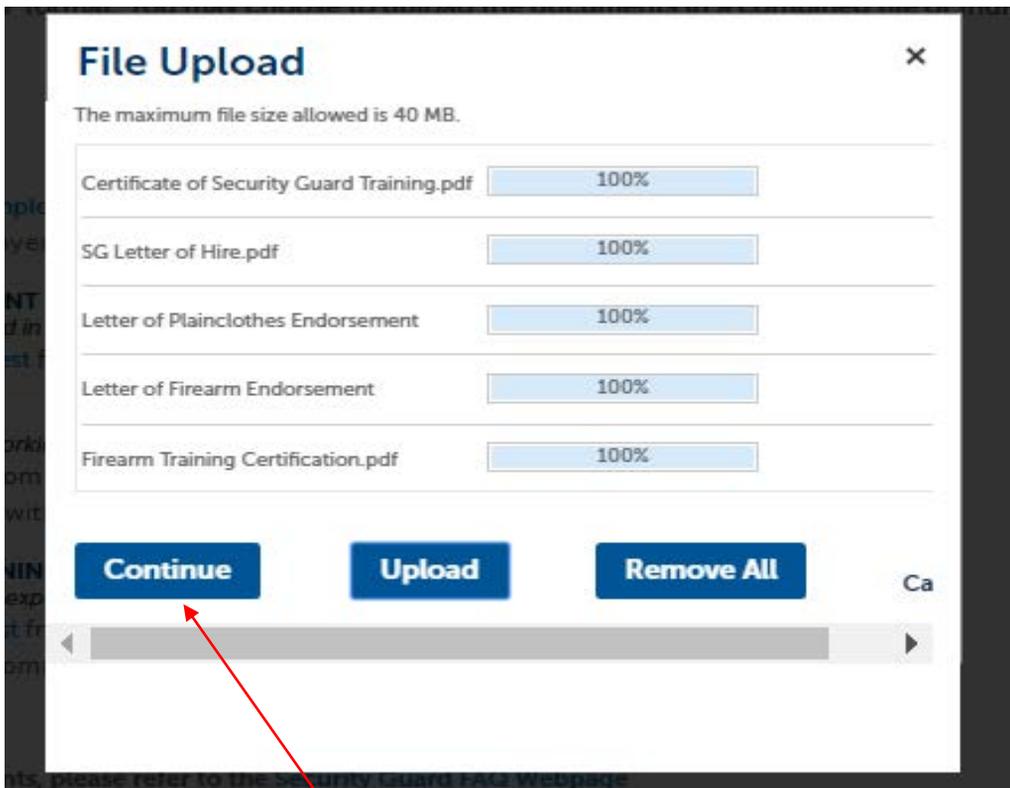
[Upload](#)

Select "Upload"

[Save and resume within 30 days](#)[Continue Application >](#)



A box will pop-up for you to upload your documents. Click on “Upload” then select the appropriate files from your computer to upload the files.



Select “Continue”

File:
Firearm Training Certification.pdf
100%

Remove

Description:

spell check

File:
Letter of Explosive Detection Canine
Request.pdf
100%

Remove

Description:

spell check

File:
Explosive Detective Canine Certificate.pdf
100%

Remove

Description:

spell check

Save **Upload** **Remove All**

Save and resume within 30 days

Select "Save"

Continue Application »

Denver's Permitting and Licensing Center

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This endorsement allows you to carry a firearm while working as a security guard

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- [Letter of Explosive Detection Canine Request](#) from your intended employer(s) completed within the past 60 days
- An [Explosive Detection Canine Certificate](#) completed within the past 60 days

For more information about any of these documents, please refer to the [Security Guard FAQ Webpage](#)

The maximum file size allowed is 40 MB.

Name	Type	Size	Latest Update	Action
SG Letter of Hire.pdf	Application Packet	253.48 KB	10/29/2018	Actions ▾
Explosive Detective Canine Certificate.pdf	Application Packet	462.15 KB	10/29/2018	Actions ▾
Letter of Firearm Endorsement Request.pdf	Application Packet	231.95 KB	10/29/2018	Actions ▾
Firearm Training Certification.pdf	Application Packet	948.04 KB	10/29/2018	Actions ▾
Letter of Explosive Detection Canine Request.pdf	Application Packet	461.89 KB	10/29/2018	Actions ▾

< Prev **1** 2 Next >

Select "Continue Application"

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Security Guard License

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Step 2: Application Information > Required Documents - Protected Personal Information

*indicates a required field.

Required Documents - Protected Personal Information

Please upload the following documents in PDF format. You may choose to upload the documents in a combined file or individually as long as all documents are present.

Incomplete applications will be rejected.

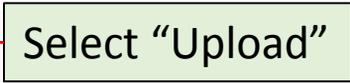
ALL SECURITY GUARDS

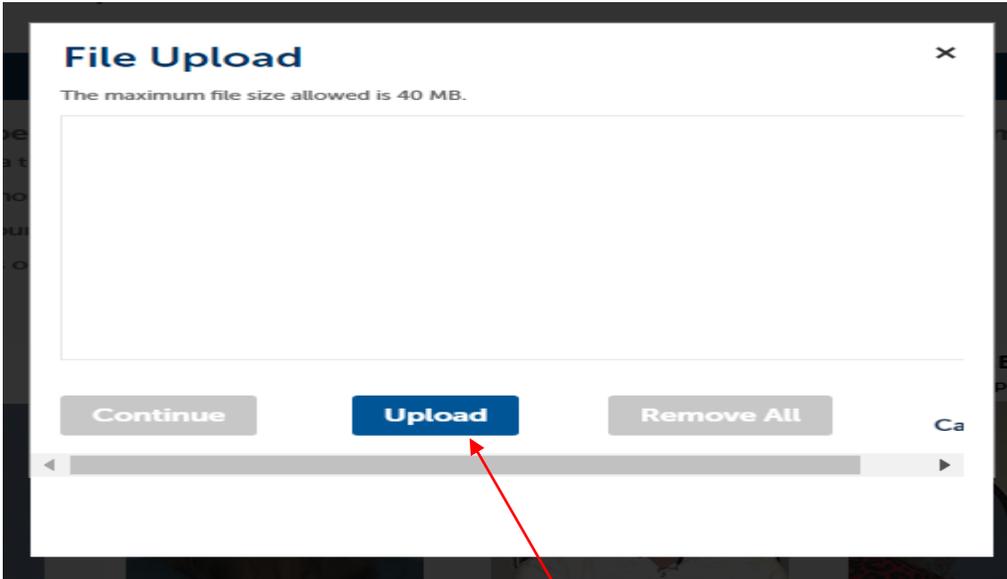
- A [Certificate of Physical and Mental Fitness](#) completed within the past 60 days
- A Copy of [Valid State or Federally Issued Identification](#) (i.e. driver's license, passport, etc...)
- An [Affidavit of Criminal and Employment History](#)
- An [FBI background check](#) ran within the past 60 days

For more information about any of these documents, please refer to the [Security Guard FAQ Webpage](#)

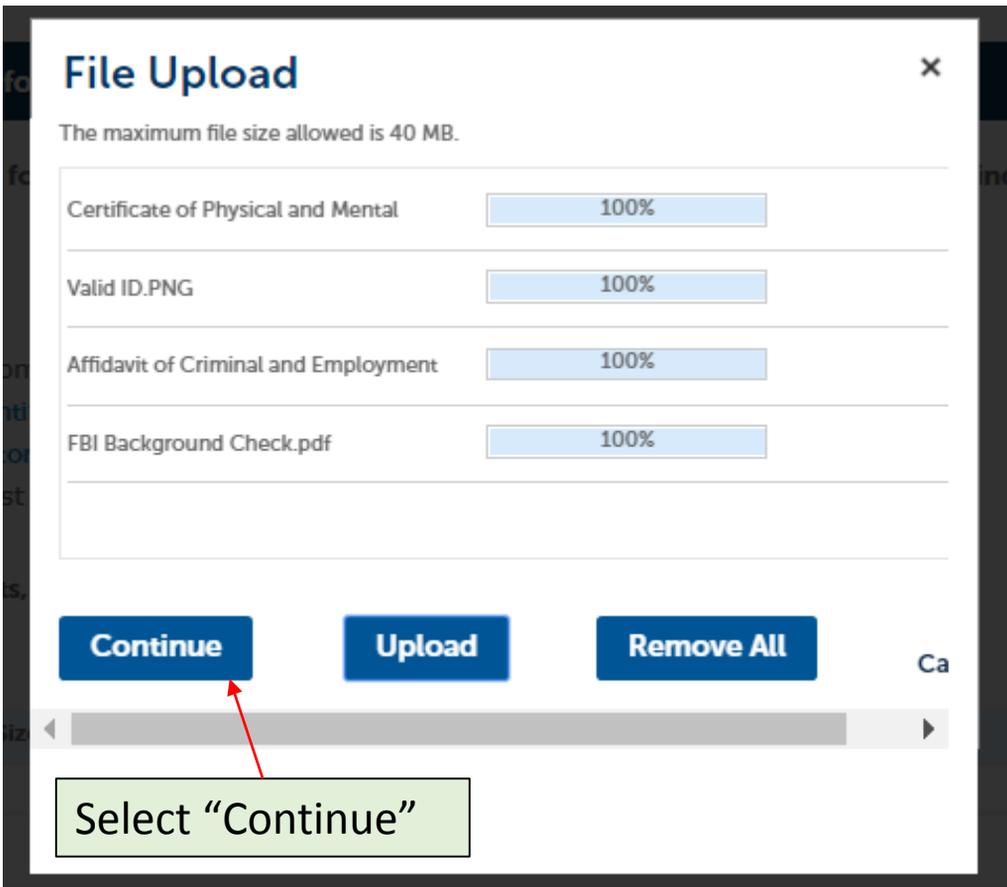
The maximum file size allowed is 40 MB.

Name	Type	Size	Latest Update	Action
No records found.				

[Save and resume within 30 days](#)[Continue Application >](#)



A box will pop-up for you to upload your documents. Click on “Upload” then select the appropriate files from your computer to upload the files.



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Step 2: Application Information > Required Documents - Protected Personal Information

*Indicates a required field.

Required Documents - Protected Personal Information

Please upload the following documents in PDF format. You may choose to upload the documents in a combined file or individually as long as all documents are present.

Incomplete applications will be rejected.
ALL SECURITY GUARDS

- A Certificate of Physical and Mental Fitness completed within the past 90 days
- A Copy of Valid State or Federally Issued Identification (i.e. driver's license, passport, etc...)
- An Affidavit of Criminal and Employment History
- An FBI background check run within the past 90 days

 For more information about any of these documents, please refer to the [Security Guard FAQ Webpage](#)

The maximum file size allowed is 40 MB.

Name	Type	Size	Last Update	Action
No records found.				

File: Certificate of Physical and Mental Fitness.pdf [Remove](#)
100%

Description:

[spell check](#)

File: Valid ID.PNG [Remove](#)
100%

Description:

[spell check](#)

File: Affidavit of Criminal and Employment History.pdf [Remove](#)
100%

Description:

[spell check](#)

File: FBI Background Check.pdf [Remove](#)
100%

Description:

[spell check](#)

Select "Save"

Save and resume within 30 days

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Security Guard License

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Step 2: Application Information > Required Documents - Protected Personal Information

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Required Documents - Protected Personal Information

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ALL SECURITY GUARDS

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- An [FBI background check](#) ran within the past 60 days

For more information about any of these documents, please refer to the [Security Guard FAQ Webpage](#)

The maximum file size allowed is 40 MB.

Name	Type	Size	Latest Update	Action
Certificate of Physical and Mental Fitness.pdf	PII Documents	235.46 KB	10/29/2018	Actions ▾
Affidavit of Criminal and Employment History.pdf	PII Documents	906.36 KB	10/29/2018	Actions ▾
Valid ID.PNG	PII Documents	247.51 KB	10/29/2018	Actions ▾
FBI Background Check.pdf	PII Documents	253.48 KB	10/29/2018	Actions ▾

Select "Continue Application"

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- Contractor Licensing
- Right-of-Way

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Security Guard License

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- 6
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Step 2: Application Information > Badge Delivery

* indicates a required field.

Badge Delivery

If your license is approved, we will email you a temporary badge that will allow you to work for up to 10 days before you receive your permanent badge in the mail. Once 10 days have passed, you must carry your permanent badge while working as a security guard.

BADGE DELIVERY

Mail my badge to the mailing address that I provided

I will pick up my badge in person within 10 days of my license being issued from:

The Department of Excise and Licenses
2nd Floor
201 W Colfax Ave
Denver, CO 80202

Save and resume within 30 days

Select Badge Delivery Option then click "Continue Application"

Continue Application »

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- Contractor Licensing
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- 7

Step 2: Application Information > Veteran Status

* indicates a required field.

Veteran Status

VETERAN STATUS

*Are you a veteran?:

Yes No

Select Veteran Status then click "Continue Application"

NOTE: If you select, no advance to Page 31

Save and resume within 30 days

Continue Application »

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Security Guard License

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Step 2 : Application Information > Veteran Status

* indicates a required field.

Veteran Status

VETERAN STATUS

* Are you a veteran?:

 Yes No

If you provide a DD 214 form, you are eligible to have your \$25 application fee waived. Would you like to upload your DD 214 now?: *

 Yes No

Select "DD 214" preference. Then click on "Continue Application"

NOTE: If you select, no advance to Page 31

Save and resume

Continue Application »

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Security Guard License

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Step 2 : Application Information > Veteran Status

* indicates a required field.

Veteran Status

VETERAN STATUS

* Are you a veteran?:

 Yes No

If you provide a DD 214 form, you are eligible to have your \$25 application fee waived. Would you like to upload your DD 214 now?: *

 Yes No

DD 214 Form Upload

The maximum file size allowed is 40 MB.

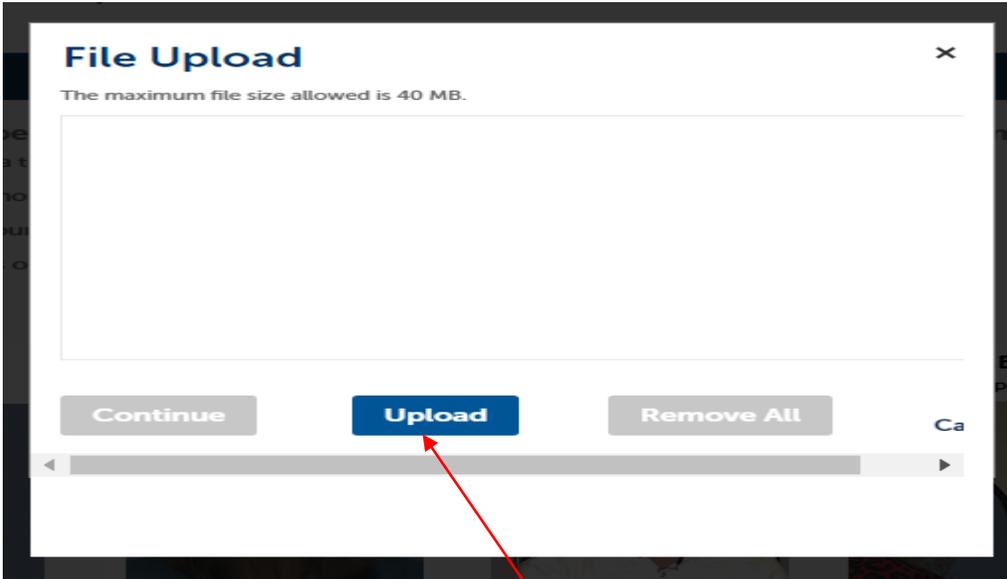
Name	Type	Size	Latest Update	Action
No records found.				

Upload

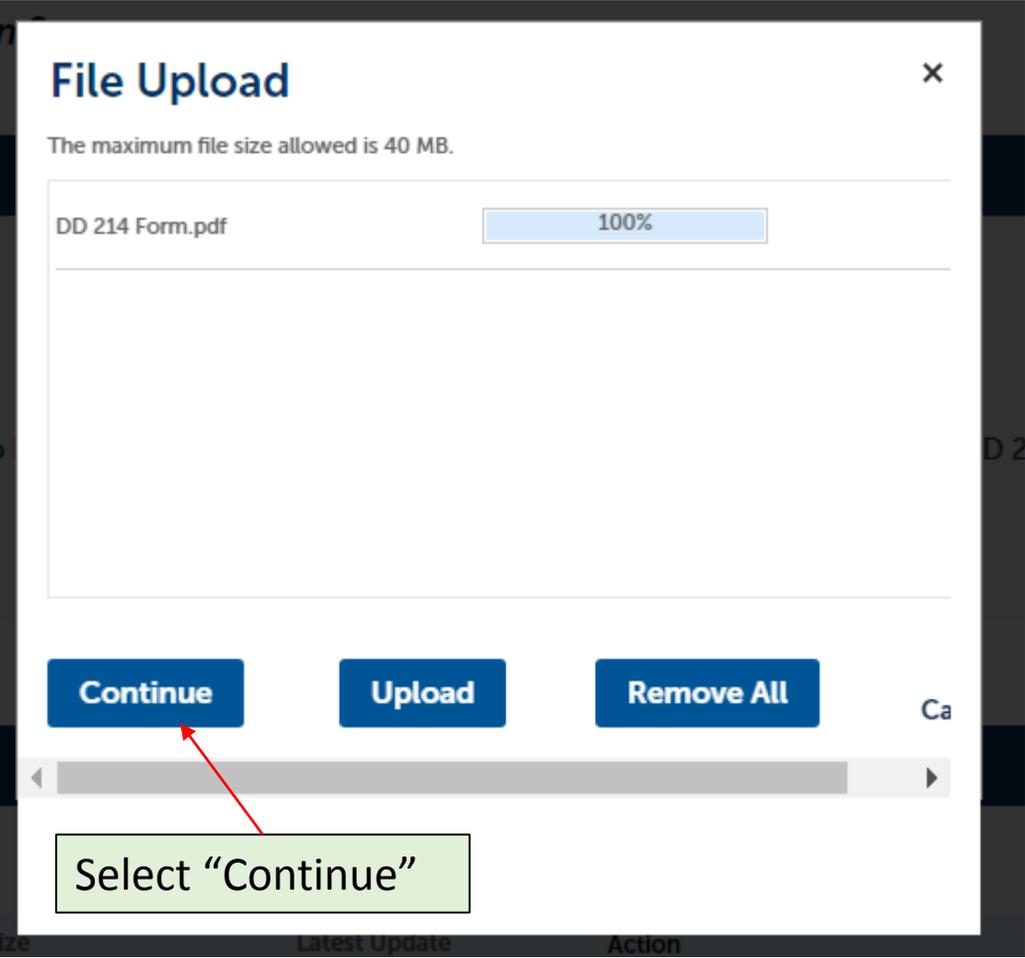
Select "Upload"

Save and resume within 30 days

Continue Application »



A box will pop-up for you to upload your DD 214. Click on “Upload” then select the appropriate file from your computer to upload the file.



Select “Continue”

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Security Guard License

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Step 2: Application Information > Veteran Status

* indicates a required field.

Veteran Status

VETERAN STATUS

*Are you a veteran?:

 Yes No

If you provide a DD 214 form, you are eligible to have your \$25 application fee waived. Would you like to upload your DD 214 now?: *

 Yes No

DD 214 Form Upload

The maximum file size allowed is 40 MB.

Name	Type	Size	Latest Update	Action
No records found.				

[Remove](#)

File:

DD 214 Form.pdf

100%

Description:

[spell check](#) **Select "Save"**[Save and resume within 30 days](#)[Continue Application »](#)

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The attachment(s) has/have been successfully uploaded.
It may take a few minutes before changes are reflected.

Security Guard License

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

Step 2: Application Information > Veteran Status

*indicates a required field.

Veteran Status

VETERAN STATUS

*Are you a veteran?:

 Yes No

If you provide a DD 214 form, you are eligible to have your \$25 application fee waived. Would you like to upload your DD 214 now?: *

 Yes No

DD 214 Form Upload

The maximum file size allowed is 40 MB.

Name	Type	Size	Latest Update	Action
DD 214 Form.pdf	Fee Waiver Request	253.48 KB	10/29/2018	Actions ▾

Select "Continue Application"

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Security Guard License

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Step 3: Statement of Understanding > Statement of Understanding

* indicates a required field.

Statement of Understanding

STATEMENT OF UNDERSTANDING

If you are granted a Security Guard License, you must comply with all rules and regulations outlined in the [Colorado Revised Statutes](#), the [Denver Revised Municipal Code](#), the Denver Department of Safety's [Security Guard Policy](#), and the Denver Excise and Licenses [Rules Governing Security Guards and Private Security Employers](#).

I acknowledge and agree to these terms: *

If you are granted a Security Guard License, you must notify Denver Excise and Licenses of any crime that you are convicted of, or of any use of force that results in bodily harm within 72 hours of the event. Notifications must be made either in person at Denver Excise and Licenses or online through the Department's online licensing portal.

I acknowledge and agree to these terms: *

If you are granted a Security Guard License, you must notify Denver Excise and Licenses within 72 hours of any change in employment. Security Guards may not begin working for a new employer before such a change has been approved by Denver Excise and Licenses. Notifications of employment changes must be made either in person at Denver Excise and Licenses or online through the Department's online licensing portal.

I acknowledge and agree to these terms: *

If you are granted a Security Guard License, you may not carry firearms, work in 'plainclothes' (without a uniform), or be accompanied by a canine without an endorsement to do so issued by Denver Excise and Licenses. Endorsement requests must be made either in person at Denver Excise and Licenses or online through the Department's online licensing portal.

I acknowledge and agree to these terms: *

If you are granted a Security Guard License, at all times you are working, you must wear the badge issued to you by Denver Excise and Licenses in a clearly visible place and carry a copy of your license.

I acknowledge and agree to these terms: *

I understand that the failure to comply with any of the terms above may result in fines or the suspension or revocation of my license.

I acknowledge and agree to these terms: *

Save and resume within 30 days

Answer all Statement of Understanding Questions, then click "Continue Application."

[Continue Application »](#)

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An error has occurred.
You must respond to this question before continuing

Security Guard License

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Step 4: Lawful Presence > Affidavit of Lawful Presence

*indicates a required field.

Affidavit of Lawful Presence

AFFIDAVIT OF LAWFUL PRESENCE

I swear or affirm under penalty of perjury under the laws of the State of Colorado that I am either:

- a United States citizen, or
- I am not a United States citizen but I am a Permanent Resident of the United States, or
- I am not a United States citizen but I am lawfully present in the United States pursuant to Federal Law.

I understand that this sworn statement is required by law because I have applied for a "state public benefit", as that term is defined under section 24-76.5-102(3), C.R.S. (2016). I understand that state law requires me to provide proof that I am lawfully present in the United States prior to receipt of this benefit. I further acknowledge that making a false, fictitious, or fraudulent statement or representation in the sworn affidavit is punishable under the criminal laws of Colorado as perjury in the second degree under section 18-8-503 C.R.S. (2016), and it shall constitute a separate criminal offense each time a public benefit is fraudulently received. I understand that Colorado state law requires me to provide one of the following forms of proof that I am lawfully present in the United States prior to receipt of this benefit.

*Affidavit of Lawful Presence: Yes No

Save and resume within 30 days

Complete Affidavit of Lawful Presence then select "Continue Application."

[Continue Application >](#)

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Security Guard License

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Step 5: Review

Please review all information below. Click the "Edit" buttons to make changes to sections or "Continue Application" to move on.

Record Type **Security Guard License** [Edit](#)

Applicant [Edit](#)

Jacques Clouseau
Birth Date: 09/14/1945
201 W. Colfax Dept. 205
Denver, CO, 80202
Phone Number: (720) 913-1311
Email Address: EXL-Notifications@Denvergov.org

Mailing Address for Badge Delivery [Edit](#)

French Sirete
4301 Reservoir Rd NW
Washington, DC, 20007

Optional Email Notification Recipients [Edit](#)

Hercule Poirot
Email Address: Hercule.Poirot@Denvergov.org

Employer and Endorsement Information [Edit](#)

Employer BFN	Employer Name	Firearm	Plainclothes	Carry
2018-bfn-0001456	TEST PSE DOC ERROR SCRIPT	Yes	Yes	Yes

Headshot Upload [Edit](#)

Name	Type	Size	Latest Update	Action
Head Shot.jpg	Headshot Photo	19.24 KB	10/29/2018	Actions -

Required Documents [Edit](#)

Name	Type	Size	Latest Update	Action
SG Letter of Hire.pdf	Application Packet	253.48 KB	10/29/2018	Actions -
Letter of Plainclothes Endorsement Request.pdf	Application Packet	541.44 KB	10/29/2018	Actions -
Letter of Firearm Endorsement Request.pdf	Application Packet	251.95 KB	10/29/2018	Actions -
Firearm Training	Application	628.04 KB	10/29/2018	Actions -

Required Documents - Provided Personal Information [Edit](#)

Name	Type	Size	Latest Update	Action
Certificate of Physical and Mental Fitness.pdf	PI Documents	235.46 KB	10/29/2018	Actions -
Valid ID.PNG	PI Documents	247.51 KB	10/29/2018	Actions -
Affidavit of				

Badge Delivery

BADGE DELIVERY
 Mail my badge to the mailing address that I provided:
 I will pick up my badge in person within 10 days of my license being issued from The Departments of Excise and Licenses 201 W Colfax Ave Denver, CO 80202:

Veteran Status

VETERAN STATUS
 Are you a veteran:
 If you provide a DD 214 form, you are eligible to have your \$25 application fee waived. Would you like to upload your DD 214 now?:

DD 214 Form Upload [Edit](#)

Name	Type	Size	Latest Update	Action
DD 214 Form.pdf	Fee Waiver Request	253.48 KB	10/29/2018	Actions -

Affidavit of Lawful Presence

AFFIDAVIT OF LAWFUL PRESENCE
 Affidavit of Lawful Presence: [Edit](#)

Oath of Application

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge.

By checking this box, I agree to the above certification.

Date:

Save and resume within 30 days

Continue Application

Review application for accuracy, check the box for the Oath of Application and select "Continue Application."

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Security Guard License



Step 6: Pay Fees

Listed below are preliminary fees based upon the information you've entered.

Application Fees

Fees	Qty.	Amount
Security Guard License Fee	1	\$25.00

TOTAL FEES: \$25.00

[Continue Application »](#)

Review fees for accuracy and select "Continue Application."

Note: Application Fees are waived for Veterans with a DD 214.

Pay Online

Shopping Cart

[Add More](#)**1** Merchant Guard License-ACLA

Payment Amount: \$25.00

Accela Record ID: 18TMP-010387

SubTotal: \$25.00

Total: \$25.00

Click 'Checkout Now' when you are ready to complete your purchase.

[Empty Cart](#)

Click "Checkout Now."

[Checkout Now](#)

Make a Payment

[View Cart](#)[Return](#)

Item Charges

SubTotal: \$25.00
Total: \$25.00

Input Payment
Information and select
"Complete Transaction."

Payment from credit card
 Payment from bank account

Credit Type: Discover

Card Number:

Expiration Date:

Zip Code:

[Complete Transaction](#)

 **Safe Checkout Guaranteed.** View our [Privacy](#) and [Security Policies](#).

Your transaction was completed successfully. Please print a copy of this receipt for your records.

Transaction ID #: 4806363
Issued: 29-Oct-2018 01:32 PM

Description

1 Merchant Guard License-ACLA

Payment Amount: \$25.00

Accela Record ID: 18TMP-010387

SubTotal: \$25.00

Total: \$25.00

Payment: Discover - *****0208 - 05/29

Reference Number:

Authorization Number: TEST

Response Code:

USD\$25.00