



LETTER OF PLAINCLOTHES ENDORSEMENT REQUEST

CITY AND COUNTY OF DENVER

SECURITY GUARD APPLICATION

REVISED 3/2026

This letter pertains to the following Private Security Employer and Security Guard Applicant.

Print Private Security Employer Company Name Legibly

Print Security Guard Applicant Name Legibly

The Applicant cannot work as a security guard in plainclothes without first receiving an endorsement from the Department authorizing him/her to do so. Please provide the following information to support this request.

EXPLANATION OF NEED FOR ENDORSEMENT

The applicant requests a **limited endorsement** that covers only specific dates, times, or events.

The applicant requests an **unlimited endorsement** that can be used at any time.

Note: Security Guards requesting both a plainclothes and armed endorsement are also required to hold a valid concealed handgun permit. Unlimited plainclothes endorsements may be issued to individuals with a firearm endorsement only if they are providing executive protection. Additional information regarding the executive protection qualifications of the applicant will be requested as a part of the "Detective Review" application step.

Please provide an explanation of why the applicant needs the plainclothes endorsement. If the applicant is seeking a limited endorsement, please also describe the intended days, times, or events during which the endorsement will be used.

EMPLOYER STATEMENT OF ENDORSEMENT REQUEST

I, as an authorized representative of the above identified Private Security Employer, am providing this Letter of Request after having assessed the anticipated duties of the above-named individual (the Security Guard Applicant) and determined said duties to necessitate plainclothes attire, in full or in part.

I, _____, a duly authorized representative of _____,
Print Employer Representative's Name Legibly *Private Security Employer's Name*

understand and acknowledge the obligations of and indicates agreement thereto by signing below.

Private Security Employer BFN

Employer Representative Title

Authorized Employer Representative's Signature



Date

Applicant's Signature