

Application for a private security licence

Use this form to apply for a private security individual licence in accordance with Section 14 of the *Private Security Act 1995*.

See the security licences [webpage](#) for further information on applicant requirements.

Licence term (select one)					
1 year	Yes / No	2 years	Yes / No	3 years	Yes / No
Licence category (select one)					
Security officer	Yes / No	Crowd controller	Yes / No		
Security firm	Yes / No	Security officer and crowd controller	Yes / No		
Applicant type (select one)					
Individual	Yes / No	Firm (partnership/association)	Yes / No	Corporation	Yes / No
Applicant details (complete section that is applicable)					
Individual					
Licence type:					
Full	Yes / No	Provisional	Yes / No	Security firm	Yes / No
Surname:				Date of birth:	
Given name/s:					
Other name/s: (if applicable)					
Corporation					
Corporation name:					
ACN:			ABN:		
Firm					
Firm type:	Partnership	Yes / No			
Full firm name:					
ACN:			ABN:		
Address details					
Business/Residential address:					
Suburb:		State:		Postcode:	
Is your postal address the same as above? If no, complete below:					
Postal address:					
Suburb:		State:		Postcode:	
Contact details					
Phone number:		Mobile number:			
Email address:					
Do you agree to receive correspondence via email?					Yes / No

Residency (individual only)					
Are you an Australian citizen?					Yes / No
If no, how long have you lived in Australia?					
Country of origin:					
Note: if you have lived in Australia for less than 6 months you may be required to provide a criminal history check from your country of origin.					
Principle place of business					
Is your principle place of business address the same as above?					Yes / No
If no, complete below					
Business address:					
Suburb:		State:		Postcode:	
What is the name of the nominated partner who is the principle contact for this licence?					
Do you intent to use a business or trading name?					Yes / No
If yes, provide the business name, business number and website address below.					
Business name:					
Business number:		Website address:			
Do you intent to carry on business from more than one office?					Yes / No
If yes, complete below. If more than one other place of business, copy and attached to this application.					
Other place of business details					
Business address:					
Suburb:		State:		Postcode:	
Phone number:		Mobile number:			
Email address:					

Officer details (if you are an individual applicant please proceed to disclosures section)					
Surname:				Date of birth:	
Given name/s:					
Other name/s: (if applicable)					
Position held:					
Partner	Yes / No	Director	Yes / No	Secretary	Yes / No
Principle Executive Officer	Yes / No	Other (please specify):		Yes / No	
Postal address:					
Suburb:		State:		Postcode:	
Contact details					
Phone number:				Mobile number:	
Email address:					
Residency					
Are you an Australian citizen?					Yes / No
If no, how long have you lived in Australia?					
Country of origin:					
Note: if you have lived in Australia for less than 6 months you may be required to provide a criminal history check from your country of origin.					
Disclosures					
Have you in the last 10 years been convicted, fined, or disqualified by any court, tribunal, board or other authority of the Territory, the Commonwealth or a State or another Territory of the Commonwealth, in respect of any business or other financial dealings in or outside the Territory, or been a member of a firm so dealt with?					Yes / No
If yes, provide details below:					
Have you in the last 10 years been found guilty or convicted of any offence(s)?					Yes / No
If yes, quote the offence(s), relevant date(s), jurisdiction(s) and sentence(s) below.					
Have you in the last 10 years been convicted of a disqualifying offence(s)?					Yes / No
If yes, quote the offence(s), relevant date(s), jurisdiction(s) and sentence(s) below.					

Have you been the subject of evidence given in any Court or Commission of Inquiry?	Yes / No
If yes, provide details below:	
Have you been declared bankrupt or assigned your estate for the benefit of your creditors?	Yes / No
If yes, provide details below:	
Have you been known by any other names?	Yes / No
If yes, provide details below:	
Have you been or are you currently bound by any recognisance (bail condition) or the subject of any charge pending in relation to any offence(s) before a Court or Commission of Inquiry?	Yes / No
If yes, provide details below:	
Individual only additional disclosures	
Have you been refused a crowd controller or security officer licence in any other jurisdiction including the Northern Territory?	Yes / No
If yes, provide details below:	
Do you suffer from an illness that would make you unfit to work in the security industry?	Yes / No
If yes, provide details below:	

Officer declaration (Firm/Company only)					
I, (full name):					
Of (address):					
Solemnly and sincerely declare that:					
<ul style="list-style-type: none"> All statements and information contained in this application are true and correct to the best of my knowledge by virtue of the <i>Oaths, Affidavits and Declarations Act 2010</i>; and I have read and understood the information contained in this application; and I know that it is an offence to make a declaration that is false in any material particular. 					
This declaration was made at (location):					On (date):
Officer signature:					
Note: Under the <i>Oaths, Affidavits and Declarations Act 2010</i> a person wilfully making a false statement or altering a statement, in a statutory declaration is guilty of a crime and is liable to a penalty or imprisonment, or both.					
Applicant declaration					
I, (full name):					
Of (address):					
Solemnly and sincerely declare that:					
<ul style="list-style-type: none"> I have been appointed nominee of the corporation/firm for the purposes of the <i>Private Security Act 1995</i>, and am in bona fide control of the affairs of the firm in the NT; and All statements and information contained in this application are true and correct to the best of my knowledge by virtue of the <i>Oaths, Affidavits and Declarations Act 2010</i>; and I have read and understood the information contained in this application; and I know that it is an offence to make a declaration that is false in any material particular. 					
This declaration was made at (location):					On (date):
Applicant signature:					
Note: Under the <i>Oaths, Affidavits and Declarations Act 2010</i> a person wilfully making a false statement or altering a statement, in a statutory declaration is guilty of a crime and is liable to a penalty or imprisonment, or both.					
Receiving licence					
How do you wish to receive your licence?					
Post	Yes / No	Collection	Yes / No	Email (company/firm only)	Yes / No
Support documents checklist					
Prescribed application fee – See the security licences fees page for fees.					Yes / No
Complete and signed officer declaration					Yes / No
Complete and signed applicant declaration					Yes / No
Current licence or permit issued by the Commonwealth, State or Territory government that has your DOB and photo attached for each person associated with the application. For example: Drivers licence, passport, evidence of age card, firearms licence, working with children's card etc					Yes / No

<p>Safe NT criminal history fingerprint check results for the purpose of security, including spent convictions for each officer attached.</p> <p>Note:</p> <ul style="list-style-type: none"> • Criminal history fingerprint check results can take up to 6 weeks to be processed by SAFE NT. • Interstate applicants need to attend their local police station to have their fingerprints taken. The original copy of the fingerprints must then be mailed with your completed application and the relevant fee to Safe NT for processing. • If you hold a current NT crowd controller and/or security licence, you may not be required to complete another criminal history check. Please call a licensing officer on (08) 8999 1800 to confirm. 	Yes / No
<p>Company/Firm - A passport sized photo not more than 6 months old attached of the nominated officer to be displayed on the certificate.</p> <p>Individual - A passport sized passport not more than 6 months old attached. Alternatively photos can be taken at the Territory Business Centre.</p>	Yes / No
Additional supporting documents - Company/Firm	
Current business name extract attached (if applicable)	Yes / No
Current ASIC company extract issued of each company or sole trader making up the firm/company within the last 30 days.	Yes / No
Additional supporting documents - Individual full licence	
<p>Evidence of completion of prescribed qualifications: statement of attainment and list of completed units of competency attached. Not required if current copy already on file. Please call a licensing officer on (08) 8999 1800 to confirm.</p> <ul style="list-style-type: none"> • Statement of attainment certificate for 14 units of CPP20218 certificate II in security operations OR • Statement of attainment certificate for 13 units of CPP20212 certificate II in security operations. <p>See the training for security and crown controllers page for further information.</p>	Yes / No
<p>Current first aid certificate attached.</p> <p>Certificate of competency HLTAID011 or HLTAID003. Not required if current copy already on file. Please call a licensing officer on (08) 8999 1800 to confirm.</p>	Yes / No
Additional supporting documents - Individual provisional licence	
Receipt of enrolment in an approved training course attached.	Yes / No
Receipt of enrolment in approved first aid course receipt attached.	Yes / No
<p>Additional notes (this must be done prior to your provisional licence expiring):</p> <ul style="list-style-type: none"> • On completion of the required training you may apply with a completed application, copy of your certificates and units of competency to obtain a full licence at no additional cost for the remainder of the year. • If you are unable to complete the approved training courses within the 3 months granted, you may apply for an extension (one time only) to ensure you can complete the training. 	
Privacy statement	
The Northern Territory Government complies with the Information Privacy Principles scheduled by the <i>Information Act 2002</i> .	
Lodgement	

Complete applications can be lodged in person, email or via post at a Territory Business Centre below:		
Darwin:	Darwin Corporate Park, Ground Floor, Building 3, 631 Stuart Highway Berrimah	
Katherine:	Big Rivers Government Centre, 5 First Street, Katherine	
Tennant Creek:	Shop 2, Barkly House, Cnr Davidson and Paterson Streets, Tennant Creek	
Alice Springs:	Ground Floor, The Green Well Building, 50 Bath Street Alice Springs	
1800 193 111	territorybusinesscentre@nt.gov.au	GPO Box 9800 Darwin NT 0801
Payment details		
A fee is payable on lodgement of this application form. Payment can be made by:		
<ul style="list-style-type: none"> • Cash (in person only); or • Cheque (made out to Receiver of Territory Monies); or • Credit card (Visa or MasterCard accepted in person or over the phone). Note: A staff member from the Territory Business Centre will contact you via phone for payment. 		
Payment date:	Receipt number:	Amount paid