



Pueblo Police Department
200 S Main Street
Pueblo, CO 81003
719-553-2538 www.pueblo.us

License Application

Failure to fill out this form completely and accurately may result in denial of application. Money paid for the background process is non-refundable, regardless of approval or denial.

Name: _____ DOB: _____ SSN: _____

Maiden, Former Married, or Other Alias Name(s): _____

Address: _____ City: _____ State: __ Zip: _____

Driver's License#: _____ Phone: _____

Employer: _____ Start Date: _____

Employer Address: _____

Employment History – Please include last five (5) years:

Date employed: _____ Employer: _____
Address: _____

Date employed: _____ Employer: _____
Address: _____

Date employed: _____ Employer: _____
Address: _____

Have you ever been convicted of any crime or violation, including deferred sentencing?

YES NO *If yes, security guard applicants will list any felony, misdemeanor, or major traffic incidents occurring in the last 10 years below. Hack applicants will list any violation occurring in the last 15 years.

| Offense | Date | Location | Disposition |
|---------|-------|----------|-------------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

Has your driving privilege ever been suspended or revoked? If so, please provide:

Date of Action: _____ Date of Reinstatement: _____

PLEASE SEE REVERSE FOR LICENSE TYPES & REQUIREMENTS.

*** OFFICIAL USE ONLY ***

Record Check by: _____ Fingerprinted by: _____ Date: _____
Approved by: _____ Denied by: _____ Date: _____



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Requirements and Fees (Please check the license type for which you are applying):

Unarmed Security Guard

- Basic Security Guard Training certificate issued by an approved training company.
- Two (2) letters of reference from residents of the City of Pueblo (or the city in which you reside), who have personally known you for at least two years, attesting to your good character, integrity, and suitability as a security guard. Letters should preferably be written by a former employer, supervisor, professor, or mentor and must contain contact information for the referring person.
Letters from family members and/or generic templates will not be accepted.
- Two (2) passport-size photos. Must be color, recent, and identical.
- Valid State ID/Driver's license.
- Security Guards shall not arrest any person except as permitted by law as for any other citizen.
- Security Guards shall not represent themselves in any manner to be a peace officer or as having any police authority.
- Security Guards must report break-ins or suspicious circumstances to the Police Department as soon as possible.
- \$46.50 payable to City of Pueblo (\$20 for fingerprints, \$10 for background check, \$16.50 CBI fee).
- \$5.00 for the license/card when obtained.

Armed Security Guard

- See Unarmed Security Guard requirements.
- Firearms/Armed Security Guard Training certificate issued by an approved training company.

Security Guard Renewal

- Valid State ID/Driver's license.
- Must surrender previous license when new license obtained.
- Two (2) passport-size photos. Must be color, recent, and identical.
- \$46.50 payable to City of Pueblo (\$20 for fingerprints, \$10 for background check, \$16.50 CBI fee).
- \$5.00 for the license/card when obtained.
- **Licenses expire December 31st of the year the license is issued. Renewal applications WILL NOT be accepted after that date.**

Hack License

- Valid State ID/Driver's license.
- Copy of official Colorado driver history from the Department of Motor Vehicles.
- Two (2) passport-size photos. Must be color, recent, and identical.
- \$15 payable to City of Pueblo (\$10 for background check, \$5 for license/card).

Reasons for denial:

- Application is incomplete or contains false information.
- Felony conviction within the last 10 years for Security Guard and last 15 years for Hack License.
- Applicant exhibits unsatisfactory character, reputation, or past conduct.
- Invalid driver's license.
- Please see Title IX of the Pueblo Municipal Code of Ordinances for more detailed information regarding the issuance, denial, and/or suspension of Hack and Merchant Patrol licenses.

By signing below, I attest that the information provided is true and complete, to the best of my knowledge, and that I have read and understand the requirements of the license for which I am applying.

X _____

Date: _____