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SCHEDULE 1

Regulation 4(1)(b)



Licence Application Form

FAILURE TO COMPLY WITH THE INSTRUCTIONS
BELOW MAY RESULT IN YOUR APPLICATION BEING REJECTED



Security Industry Authority

◆ Please read the accompanying guidance notes booklet BEFORE completing this form.
 ◆ If we have pre-completed any details on the form for you, please ONLY change them if they are incorrect or have changed.
 ◆ You MUST complete this form using either a BLUE or BLACK pen using BLOCK CAPITALS
 Question numbers highlighted in RED are mandatory and MUST be completed.
 Question numbers highlighted in AMBER may need to be completed depending on the information you have provided in previous questions.

Application ID (for office use only)

Section A - Applicant details

A1. Title Mr Miss Ms Other

A2. Surname / Family name

A3. Forename

A4. Middle name(s)

A5. Gender Male Female

A6. Date of birth

A7. Were you born in the UK? Yes No *Please, please go to question A8. If No, please enter your country of birth below (A8)*

A8. Country of birth

A9. Nationality

Section B - Application type (You may apply for more than one sector. You can use the same form for a mixture of new and renewal applications.)

B1. What type of licence are you applying for? (See guidance notes about sectors and roles)

Sector code Front line Non-Front line Licence to renew

For frontline role give course date (F/Nov) Awarding body

Sector code Front line Non-Front line Licence to renew

For frontline role give course date (F/Nov) Awarding body

Sector code Front line Non-Front line Licence to renew

For frontline role give course date (F/Nov) Awarding body

B2. Have we ever issued you with an SIA application or licence number that isn't listed above? Yes No *If your answer is "No" go to B3*

B3. Please provide any ONE of your previous application or licence numbers (if available)

Section H - Payment details

(To be completed by individual applicants only. Do not complete if application is being submitted and paid for through the bulk application process.)

DO NOT send any payments to UK post office. Only payments to UK post office can be accepted. Refer to your guidance notes to calculate your payment amount. If you do not wish to use your application in this way, please do not send any payments. If you have already sent any payments, you have agreed to pay for your application and you will be liable for the cost of your application if it is not successful.

PEEL HERE

Your photograph MUST fill this space

Refer to the guidance notes before you attach your photograph.

PEEL HERE

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Section E - Address history (for the last 5 years)

E1. Current address

E2. Town / City

E3. Postcode

E4. Country

E5. I have lived at my current address since: to now

E6. Previous address 1

E7. Town / City

E8. Postcode

E9. Country

E10. Resident from to

E11. Previous address 2

E12. Town / City

E13. Postcode

E14. Country

E15. Resident from to

E16. If you have lived at any other address in the last 5 years then cross this box and use the address history continuation sheet.

Section F - Mental health

If you answer "Yes" to F1 then complete the "Mental health disclosure" section on the continuation sheet.

F1. Have you been compulsorily detained, or the subject of any other compulsory measure under mental health legislation within the last 5 years? Yes No

Section G - Criminal record information

If you answer "Yes" to either of these questions you MUST provide details of the charge, conviction or disposal.

G1. Have you had a conviction, caution or written reprimand within the last 12 months? Yes No

Details of offence (e.g. Common Assault, Section 29 of the Criminal Justice Act 1988)

Date: MM/YYYY

G2. Have you been charged with an offence that is currently awaiting trial? If "Yes" then please provide details of the offence including the Location and Date of when the charge was brought.

Yes No

Details of offence (e.g. Charged with Theft, section 1 of the Theft Act 1968 by Metropolitan Police)

Date: MM/YYYY

Section C - Counter-signatory identity (UK passport holders only)

By counter-signing and providing your details you are agreeing that the photograph is a true likeness of the applicant (before signature appears in Section I)

C1. Surname / Family name

C2. Forename(s)

C3. Address

C4. Town / City

C5. Postcode

C6. Country

C7. UK Passport number

C8. Telephone

C9. Counter-signatory should provide their current valid UK passport number (see guidance notes about counter-signatory identity)

The applicant's photograph MUST be signed and dated in blue or black ink by the counter-signatory

The applicant's photograph MUST be signed and dated in blue or black ink by the counter-signatory

Counter-signatory declaration

I certify that the applicant (whose signature appears in Section I) is known to me and to the best of my knowledge and belief the details in section A are correct. I understand that it is a criminal offence to knowingly make a false statement to the SIA, and that the SIA may use the information provided by me in this section to confirm my details and identify, and those of the applicant.

C10. Counter-signatory signature

C10. Date of signature

Section D - Applicant verification and contact information

D1. Do you have a UK National Insurance number? Yes No UK National Insurance number

D2. Do you have a current valid UK passport? Yes No UK passport number

D3. Do you have a UK driving licence? Yes No UK driving licence number

D4. Are you now or have you ever been known by a different name? Yes No If "Yes" then go to D16

D5. Previous surname / family name

D6. Previous forename(s)

D7. I was known by this name from my birth until

D8. Previous surname / family name

D9. Previous forename(s)

D10. From until

D11. If you require more space for additional names please use the continuation sheet and cross this box.

D12. Town of birth

D13. Email address (optional)

D14. Telephone number

D15. Mother's maiden name

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Continuation Sheet



If you need to use this sheet please fill in the appropriate information in the boxes below.

Either provide this:

Application ID (if known)

Or provide this:

Surname / Family name

Forename

Date of birth

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Either provide this:

Application ID (if known)

Or provide this:

Surname / Family name

Forename

Date of birth

Additional names continuation

Previous surname / Family name

Previous forename(s)

From

Previous surname / Family name

Previous forename(s)

From

Previous surname / Family name

Previous forename(s)

From

Mental health disclosure

If you answered "Yes" to question F1 on the main application form you must provide the reasons for your compulsory detention, or other compulsory measure under mental health legislation. You must also provide the date and period that you were detained for and the name and address of the hospital/doctor or other person supervising your detention. If you cannot provide this, please give the name and address of your GP. In providing this information you are allowing us to request information about your detention in order to help us come to our decision about your suitability for a licence.