





This application must be accompanied by:

1. Payment of the following amounts:

- |  |                             |
|--|-----------------------------|
| • Application Fee  | R 2 000.00 (Not refundable) |
| • Prescribed amount<br>In respect of 2 months              | R 500.00                    |
| • Infrastructure and capacity assessment                   | R 2 000.00 (Not refundable) |
| • Manual of Information (Compulsory with new registration) | R 150                       |
| • SUBTOTAL   | <u>4 650.00</u>             |

2. Duly completed individual applications for registration as security service providers, accompanied by all the required supporting documentation, in respect of all directors/members/partners/trustees/administrators and persons performing executive or managing functions of the applicant security business, as the case may be, if they are not already registered as security service providers;
3. An authenticated copy of the CK1 and CK2 documentation if the applicant is a close corporation;
4. An authenticated copy of the CM1, CM2, CM27, CM29 and CM31 documentation if the applicant is a company;
5. A list, certified as correct by the duly appointed auditor of the applicant, if the applicant is a company which is not listed publicly with the names, identity numbers and street addresses of all shareholders of the applicant as at the date when the application for registration is made, or such certified particulars of all shareholders of the applicant who own or control 5% or more of the total shareholding of the applicant if the applicant is a publicly listed company;
6. An authenticated copy of the partnership agreement if the applicant is a partnership;
7. An authenticated copy of the trust deed and authorization from the Master of the High Court to the trustees if the applicant is a trust;
8. An authenticated copy of the documentation establishing the foundation if the applicant is a foundation;
9. An authenticated copy of the documentation or authority in terms of which the applicant is established or functions if it is a body or entity other than a company, close corporation, partnership, trust or foundation.
10. A tax clearance certificate from the South African Revenue Service, unless the director dispenses with this requirement for a sound reason; and
11. A declaration and substantiation to the Authority in such format as may be prescribed by the Authority regarding the applicant's infrastructure and capacity to render a security service (Business Plan).
12. A list of branch offices operated by the applicant specifying region, business address, telephone number, facsimile number and the name of the person in control of that branch office.
13. Particulars of firearms licenses and permits issued to the applicant security service provider.
14. A resolution in such format as may be prescribed by the Authority passed at a duly constituted meeting of the owners/directors/members/trustees/partners of the applicant authorizing the owner/director/member/partner/trustee signing this application to do so.
15. Suretyship/guarantee undertaking in the prescribed format (SIRA-4).

**IMPORTANT NOTES:**

1. The onus to ensure that all requirements for application and registration are met rests on the applicant.
2. The application fee will not be refunded in the event that the application for registration is refused for whatsoever reason.
3. The monthly fees payable by registered security businesses are an amount of R250.00 plus 70 cents per security officer employed by the security business.
4. An amount of R7.00 must be deducted monthly from the wages of each security officer employed by the security business and be paid over to the Authority by the security business.
5. Your attention is drawn to the infrastructural and capacity assessment that will be conducted by the Authority in terms of Regulations 5 and 10 (Refer SIRA form 26). Failure to meet these requirements may result in your application for registration being refused.

## Security Industry Regulatory Authority Application Checklist - Business

Name \_\_\_\_\_

Date \_\_\_\_\_

NO.	<u>REQUIREMENT</u>	<u>REGULATION</u>
<input type="checkbox"/>	1. Duly completed application form (SIRA 2)	2(1)
<input type="checkbox"/>	2. Payment of prescribed amount	2(3)(a)
<input type="checkbox"/>	3. Application for registration by an individual in respect of each person who performs or will perform executive or managing functions, a director, member, partner, trustee or administrator of a security business or persons who manage, control or supervise the rendering of a security service, unless already registered as a security service provider, together with requirements as per individual application checklist.	2(3)(b)
<input type="checkbox"/>	4. A surety form in the prescribed format (SIRA 4) in respect of each director, member, partner, trustee or administrator of a security business unless already registered as a security service provider, together with requirements as per individual application checklist.	2(2)(j)
<input type="checkbox"/>	5. Authenticated copy of:	
	5.1 CK1 and CK2 if applicant is a close corporation	2(3)(c)
	5.2 CM1, CM2, CM27, CM29, CM31 if applicant is a company	2(3)(d)
	5.3 Partnership agreement if the applicant is a partnership	2(3)(f)
	5.4 Trust deed if the applicant is a trust	2(3)(g)
	5.5 Documentation establishing the foundation if the applicant is a foundation	2(3)(h)
	5.6 Such other documentation establishing the applicant if it is a business entity other than a close corporation, company, partnership, trust or foundation	2(3)(i)
<input type="checkbox"/>	6. List furnished by the duly appointed auditor of shareholders of the applicant in the event that the applicant is a company	2(3)(e)
<input type="checkbox"/>	7. Tax clearance certificate from SARS	2(3)(j)
<input type="checkbox"/>	8. Detailed information on infrastructure	2(3)(k)
<input type="checkbox"/>	9. Resolution by the applicant business in the prescribed format to apply for registration as a security service provider	2(3)(l)

**Specimen resolution to be submitted with application for registration as a security service provider (security business)**

**BUSINESS LETTERHEAD**

Resolution passed at a duly constituted meeting of the \_\_\_\_\_  
 (owner/directors/members/trustees/partners) of \_\_\_\_\_ (registered  
 name of  
 business), \_\_\_\_\_ (registration number) held at \_\_\_\_\_  
 (place) at \_\_\_\_\_ (time) on \_\_\_\_\_ (date).

**Resolved:**

That \_\_\_\_\_ (name of natural person) in his/her capacity as  
 \_\_\_\_\_ (owner/director/member/trustee/partner) be and is hereby authorized to make application to  
 the Private Security Industry Regulatory Authority in terms of Section 21 of the Private Security Industry Regulation Act 56 of  
 2001 on behalf of \_\_\_\_\_ (registered name of business) to be registered as a security  
 service provider.

Specimen signature of duly authorized person

**Certified Correct**

Name	Capacity	Signature	Date
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(all owners/directors/members/trustees/partners to sign)