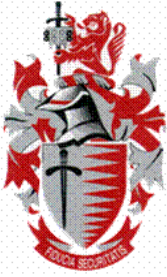




# **OTHER PSIRA DOCUMENTATION**



# Private Security Industry Regulatory Authority

The Director, Private Security Industry Regulatory Authority, Private Bag X817,  
PRETORIA, 0001

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## REQUIREMENTS TO REGISTER AS A SECURITY OFFICER

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1. Applicant to provide a completed application form (SIRA 1) & relevant documents.
2. Authenticated copy of first page of ID document.
3. To provide proof of permanent residence status in South Africa if the applicant is not a South African citizen.
4. Authenticated, recent, clear passport size photograph of the applicant.
5. Obtain an original police or other official clearance certificates on the criminal record status of the applicant in the event that the answer to question 2 above is "yes".
6. An original clearance certificate materially satisfying the requirement in regulation 4 of the regulations in terms of the Act. If the answer to question 3 above is "yes".
7. Submit a clear and complete set of fingerprints of the applicant on the form used by the Police service for this purpose.
8. An original certificate or other proof acceptable to the Authority that the applicant has complied with the applicable training requirements contemplated in terms of the Act.
9. A properly completed request for preliminary screening by the Police Service on the basis of the applicant's name and identity number, if this process is followed.(Id clearances)
10. The relevant application and prescribed amount in respect of registration as follows:

10.1	Application fee	R48.10
10.2	Prescribed amount in respect for the period of 1 month	<u>R 7.98</u>
10.3	SUBTOTAL	<u>R56.08</u>
10.4	Identification Card	<u>R28.50</u>
10.5	TOTAL	<b>R84.58</b> (VAT inclusive)

### ANNUAL FEES ARE TO BE PAID OVER BEFORE THE 7<sup>TH</sup> OF EVERY MONTH

#### 11. BANKING DETAILS

Payments to be made out to the Private Security Industry Regulatory Authority

Bank: Nedbank, Arcadia  
Account Number: 16333 66200  
Branch Code: 16334507

#### PLEASE NOTE

**APPLICATIONS WILL NOT BE ACCEPTED IF ANY OF THE ABOVEMENTIONED REQUIREMENTS ARE NOT MET. PLEASE NOTE REGISTRATION FEES PAID ARE NOT REFUNDABLE!**





**QUESTION 3**

Are you presently or have you ever been employed as a member of any official military, security, police, intelligence force or service in South Africa or elsewhere?

Yes  No

NAME OF FORCE/SERVICE	PERIOD OF SERVICE FROM	TO
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

If "yes", give particulars of every such force or service, with the dates of your service.

**QUESTION 4**

Have you ever been declared to be of unsound mind by a court of law?

Yes  No

<input type="text"/>
<input type="text"/>

If "yes", furnish particulars.

**QUESTION 5**

Have you ever received medical treatment for a mental illness or disease in a public or private hospital or institution in South Africa or elsewhere?

Yes  No

NAME OF INSTITUTION	PERIOD OF TREATMENT FROM	TO
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

If "yes", furnish particulars.

**QUESTION 6**

Have you ever been declared insolvent?

Yes  No

<input type="text"/>
<input type="text"/>

If "yes", furnish the date and state whether you have been rehabilitated

**QUESTION 7**

Is there currently a criminal investigation by the State into an alleged offence by you or are there criminal proceedings in a court pending against you?

Yes  No

ALLEGED CRIMINAL OFFENCE	POLICE STATION/ COURT	REFERENCE NO.
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

If "yes", furnish particulars.

**QUESTION 8**

Has the registration as security officer or security service provider of any security business or the accreditation of any security training establishment in which you have been involved ever been withdrawn?

Yes  No

NAME OF BUSINESS/TRAINING ESTABLISHMENT	SIRA/SOIB REFERENCE NUMBER	DATE OF WITHDRAWAL
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

If "yes", furnish particulars.

**QUESTION 9**

Has any security business or security training establishment in which you have been involved as an owner, director, member, partner, trustee or manager ever been liquidated, sequestrated or wound up?

Yes  No



**Notes on documents to be attached.**

**Check list for documents to be attached:**

1. Authenticated copy of first page of official identity document of the applicant.
2. Proof of permanent resident status in South Africa if the applicant is not a South African citizen.
3. An authenticated, recent, clear passport size photograph of the applicant.
4. A clear and complete set of fingerprints of the applicant on the form used by the Service for the purpose.
5. An original police or other official clearance certificate on the criminal record status of the applicant in the event that the answer to question 2 above is "yes".
6. An original clearance certificate materially satisfying the requirement in regulation 4 of the regulations in terms of the Act if the answer to question 3 above is yes.
7. An original certificate or other proof acceptable to the Authority that the applicant has complied with the applicable training requirements contemplated in regulation 3 of the regulations in terms of the Act.
8. A properly completed request for preliminary screening by the Service on the basis of the applicant's name and identity number, if this process is followed.
9. The relevant application and prescribed amount in respect of registration as follows:

<b>Application Fee</b>	R48.10
<b>Prescribed amount in respect of registration for the period of 1 month</b>	R 7.98
<b>SUBTOTAL</b>	<u>R56.08</u>
<b>Identification Card</b>	<u>R28.50</u>
<b>TOTAL</b>	<b>R84.58 (VAT inclusive)</b>

## Security Industry Regulatory Authority Application Checklist - Individual

**Name** \_\_\_\_\_

**Date** \_\_\_\_\_

<u>NO.</u>	<u>REQUIREMENT</u>	<u>REGULATION</u>
<input type="checkbox"/>	1. Duly completed application form (SIRA 1)	2(1)
<input type="checkbox"/>	2. Payment of prescribed amounts	2(2)(a)
<input type="checkbox"/>	3. Authenticated copy of first page of ID document	2(2)(b)
<input type="checkbox"/>	4. Proof of permanent residence (if not an SA resident)	2(2)(c)
<input type="checkbox"/>	5. Authenticated recent clear passport size photo of applicant	2(2)(d)
<input type="checkbox"/>	6. Clear and complete set of applicant's fingerprints	2(2)(e)
<input type="checkbox"/>	7. Clearance certificate on criminal record status of applicant if answer to question 2 on the application form is "yes"	2(2)(g)
<input type="checkbox"/>	8. Proof of accredited training	2(2)(i)
	- Grade E for individual applications	3(2)
	- Other grade required in terms of nature of security service to be performed	3(2)
	- Grade B for executives, managers, directors, members, partners, trustees, administrators or persons who manage, control or supervise the rendering of a security service	3(3)
<input type="checkbox"/>	9. Clearance certificate in respect of ex-members of any official, military, security, police or intelligence force or service (if the answer to question 3 on the application form is "yes")	2(2)(h)
<input type="checkbox"/>	10. Suretyship form in respect of directors, members, partners, trustees, or administrators of a security business	2(2)(j)



# SOUTH AFRICAN POLICE SERVICE ENQUIRY



# SUID-AFRIKAANSE POLISIE DIENS NAVRAAG

TO BE COMPLETED IN BLOCK LETTERS

Surname: .....  
 Van: .....  
 Name: .....  
 Naam: .....  
 ID Number: .....  
 ID Nommer: .....

Sex: .....  
 Geslag: ..... 

M	F
---	---

Date of birth: .....  
 Geboortedatum: .....

SA Citizen: .....  
 SA Burger: .....  
 If not, please state citizenship: .....  
 Indien nie, vermeld burgerskap: .....

MOET IN BLOKLETTERS VOLTOOI WORD

Address: .....  
 Adres: .....  
 VA-number: .....  
 FA-nommer: .....  
 CR number: .....  
 KR nommer: .....  
 SAP CRC ref. no. ....  
 SAP KRS verw. Nr. ....

FP class – VA-klas


RIGHT HAND	Thumb 1	Duum	Forefinger 2	Wysvinger	Middle finger 3	Middelvinger	Ring finger 4	Ringvinger	Little finger 5	Pinkie	REGTERHAND
	vou										
LEFT HAND	6		7		8		9		10		LINKERHAND
	vou										
LEFT HAND LINKER HAND						RIGHT HAND REGTERHAND					
Plain impression of the four fingers taken simultaneously						Vlakafdrukke van die vier vingers tegelyk geneem					

LEFT THUMB LINKERDUIM	Reason for enquiry Aard van navraag	<b>Private Security Industry Regulatory Authority</b>	RIGHT THUMB REGTERDUIM
Application for registration as a Security Service Provider Aansoek om registrasie as Sekuriteitsverskaffer			

Have you ever been convicted of any offence? If so, state place, date and sentence. Is u ooit weens 'n oortreding skuldig bevind? Indien so, vermeld plek, datum en vonnis. ..... .....	..... <i>Applicant's signature</i> Handtekening van applicant
--	---

Fingerprints taken by: Vingerafdrukke geneem deur: .....	SAP station: SAP-stasie: .....	Date: Datum: .....
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Checked: Nagesien: .....	(Station Commander/Stasiebevelvoerder)
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# Private Security Industry Regulatory Authority

The Director, Private Security Industry Regulatory Authority, Private Bag X817,  
PRETORIA, 0001

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## REQUIREMENTS TO REGISTER A BUSINESS

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1. Completed application form (SIRA 1 & 2) & relevant documents - **street address and administration offices address to be completed in black ink.**
  2. **Registration fee of R2280-00 (VAT included) - cash or bank guaranteed cheque - not refundable**
    - 2.1 **Prescribed amount in respect of two months annual amount R 570.00 (Vat included) – cash or bank guaranteed cheque**
    - 2.3 **Infrastructure assessment of R 1710-00 (VAT included) – cash or bank guaranteed cheque - not refundable**
    - 2.4 **Registration fee of R 84.58. (Individual) - not refundable**
  3. The following documentation is required for registering a
    - 3.1 Close Corporation - CK Documentation
    - 3.2 Company - CM1, CM2, CM27, CM29, CM31, CM46
    - 3.3 Partnership - Partnership Agreement
    - 3.4 Trust - Trust Documents
  - 3.5 Suretyship Form (SIRA 4) to be signed by the member who takes full responsibility of the company. (Attached to SIRA 2) - **To be completed in black ink.**
  - 3.6 Member's (Director(s), Partner(s), Trustee(s) and Managers must be registered as a security service provider with a minimum of **Grade E -B** "Locksmiths & Key Cutters need to apply for accreditation on a short CV with relevant experience or courses done in key cutting or locksmithing"
  - 3.7 Tax Clearance Certificate - **Apply at SARS** (South African Revenue Service)
  - 3.8 VAT Registration Number - Apply at SARS
  - 3.9 PAYE Number - **Apply at SARS**
  - 3.10 UIF Number - **Apply at Department of Labour**
  - 3.11 COID Number (Compensation for Occupational Injuries & Diseases) - **Apply at Department of Labour**
- ALL THE ABOVE MUST BE CERTIFIED COPIES OF THE ORIGINAL DOCUMENTATION**
4. Business Plan for 1 year
  5. Resolution stating that they will be able to operate for the next year.
  6. Specimen Resolution **to be submitted on Business Letterhead.** (Attached to SIRA 2)
  7. Office to be equipped with a fax and telephone line - must be an immovable structure.

### MONTHLY FEES

8. Payable by business - R285-00 per month + 80c (vat included) per registered security service provider in employ including member, directors, etc. as well as
9. R7-98 (vat included) to be deducted from security service providers in employ and to be paid over to SIRA.

**ANNUAL FEES TO BE PAID BEFORE OR ON THE 7<sup>TH</sup> OF EVERY MONTH**

10. **BANKING DETAILS**

Payments to be made out to the **Private Security Industry Regulatory Authority**

Bank: Nedbank, Arcadia

Account Number: 16333 66200

Branch Code: 16334507

**PLEASE NOTE !!!!!**

**NO APPLICATION(S) WILL BE ACCEPTED IF ANY OF THE ABOVEMENTIONED REQUIREMENTS ARE OUTSTANDING.  
PLEASE NOTE REGISTRATION FEES & INFRASTRUCTURE ASSESSMENT FEE ARE NOT REFUNDABLE.**



# Private Security Industry Regulatory Authority

The Director, Private Security Industry Regulatory Authority, Private Bag X817,  
PRETORIA, 0001

## Application for registration as a security service provider in terms of the Private Security Industry Regulation Act 56 of 2001 ("the Act")

### APPLICATION IN RESPECT OF A SECURITY BUSINESS

[SIRA-2]

#### PARTICULARS OF APPLICANT BUSINESS

													Company/CC/Trust Registration Number																									
																										Name of business												
																										Trade Name												
													Income Tax Reference Number													SOIB Reference Number (if any)												
													VAT Registration Number																									
													PAYE Registration Number																									
													UIF Number																									
													COID Registration number																									

#### TYPE OF BUSINESS ENTITY

01	SOLE PROPRIETOR	02	COMPANY	03	PARTNERSHIP	04	CLOSE CORPORATION
05	TRUST	06	FOUNDATION	07	OTHER (Specify)		

Indicate the nature of the security service/s you intend to render to clients (mark with 'X')

01	GUARDING AND/OR PATROLLING: COMMERCIAL, INDUSTRIAL OR RESIDENTIAL	02	SAFEGUARDING ASSETS IN TRANSIT/PROVIDING SECURE TRANSPORT	03	PROVIDING CLOSE PERSONAL PROTECTION/ BODYGUARDING	04	PROVIDING ADVICE ON THE PROTECTION OF PERSONS OR PROPERTY, ANY OTHER SECURITY SERVICE OR THE USE OF SECURITY EQUIPMENT
05	PROVIDING REACTION OR RESPONSE SERVICES	06	ENSURING SAFETY AND ORDER ON PREMISES (SPORTING, RECREATIONAL, ENTERTAINMENT)	07	MANUFACTURING, IMPORTING, DISTRIBUTING OR ADVERTISING OF MONITORING DEVICES	08	FUNCTIONING AS PRIVATE INVESTIGATOR
09	PROVIDING SECURITY TRAINING OR INSTRUCTION	10	INSTALLING, SERVICING OR REPAIRING SECURITY EQUIPMENT	11	PROVIDING SERVICES OF A LOCKSMITH	12	MONITORING SIGNALS FROM ELECTRONIC SECURITY EQUIPMENT (SECURITY CONTROL ROOM)
13	MAKING PERSONS OR THEIR SERVICES AVAILABLE FOR RENDERING OF A SECURITY SERVICE	14	PROVIDING SECURITY AT SPECIAL EVENTS	15	"CAR WATCH" OR RELATED ACTIVITIES	16	OTHER (Please specify below)



## Declaration and undertaking

I, the undersigned, duly authorized by the applicant business hereby warrant that the information furnished in this application, as well as any documentation submitted in support of this application, is to the best of my knowledge true and correct.

DATE:	_____	SIGNATURE OF OWNER/ DIRECTOR/MEMBER/ PARTNER/TRUSTEE	_____	NAME OF OWNER/DIRECTOR/ MEMBER/PARTNER/ TRUSTEE, DULY AUTHORIZED	_____
-------	-------	--	-------	--	-------

**NOTE:** Please see notes on reverse hereof.

This application must be accompanied by:

1. Payment of the following amounts:

• Application Fee	2 280.00 (Not refundable)
• Prescribed amount In respect of 2 months	570.00
• Infrastructure and capacity assessment	1 710.00 (Not refundable)
• SUBTOTAL	<u>4 560.00</u> (VAT inclusive)

- 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;
- An authenticated copy of the CK1 and CK2 documentation if the applicant is a close corporation;
- An authenticated copy of the CM1, CM2, CM27, CM29 and CM31 documentation if the applicant is a company;
- 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;
- An authenticated copy of the partnership agreement if the applicant is a partnership;
- 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;
- An authenticated copy of the documentation establishing the foundation if the applicant is a foundation;
- 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.
- A tax clearance certificate from the South African Revenue Service, unless the director dispenses with this requirement for a sound reason; and
- 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).
- 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.
- Particulars of firearms licenses and permits issued to the applicant security service provider.
- 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.
- Suretyship/guarantee undertaking in the prescribed format (SIRA-4).

### **IMPORTANT NOTES:**

- The onus to ensure that all requirements for application and registration are met rests on the applicant.
- The application fee will not be refunded in the event that the application for registration is refused for whatsoever reason.
- The monthly fees payable by a registered security businesses are an amount of R285.00 plus 80 cents (VAT included) per security officer employed by the security business.
- An amount of R7.98 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.
- 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** \_\_\_\_\_

<b>NO.</b>	<b>REQUIREMENT</b>	<b>REGULATION</b>
1.	Duly completed application form (SIRA 2)	2(1)
2.	Payment of prescribed amount	2(3)(a)
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)
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)
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, CM46 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)
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)
7.	Tax clearance certificate from SARS	2(3)(j)
8.	Detailed information on infrastructure	2(3)(k)
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
Name	Capacity	Signature	Date
Name	Capacity	Signature	Date
Name	Capacity	Signature	Date
Name	Capacity	Signature	Date
Name	Capacity	Signature	Date

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





**Private Security Industry Regulatory Authority**  
The Director, Private Security Industry Regulatory Authority, Private Bag X817,  
PRETORIA, 0001

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**“SURETYSHIP IN TERMS OF REGULATION 2(4)(c) OF THE REGULATIONS MADE UNDER THE  
PRIVATE SECURITY INDUSTRY REGULATION ACT, 2001 (ACT NO. 56 OF 2001)  
(SIRA-4)**

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I the undersigned,

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**Full name and identity number (hereinafter called “the Surety”)**

hereby bind myself jointly and severally in favour of:

**THE PRIVATE SECURITY INDUSTRY REGULATORY AUTHORITY  
(Established in terms of Act No. 56 of 2001)  
(hereinafter called “the Authority”)**

as Surety for and co-principal debtor *in solidum with*:

---

**(hereinafter called “the Applicant Business”)**

for the payment of every amount which may now or at any time hereafter be or become owing by the Applicant Business to the Authority in terms of the Private Security Industry Regulation Act (“the Act”), any Regulations made under the Act, the Private Security Industry Levies Act or any other amount due and payable to the Authority, and for the due performance of every obligation, howsoever arising, which the Applicant Business may now or at any time hereafter be or become bound to perform in favour of the Authority, **its predecessor or lawful successors in title.**

The Surety hereby agrees that:

1. This agreement shall establish a continuing covering liability on my part for whatsoever amount/s and whatsoever other obligation/s will be owing by the Applicant Business to the Authority for the time being, notwithstanding any intermediate discharge or settlement of the amount and notwithstanding insolvency (which term, shall for all intents and purposes of this agreement include sequestration, surrender, winding up and judicial management) or legal disability of the Applicant Business, until the Authority agrees in writing to cancel this agreement.
2. Without restricting the generality of anything hereinbefore contained the Surety’s liability hereunder shall not be limited to the principal sum of indebtedness of the Applicant Business to the Authority but shall also cover all amounts making up the indebtedness.
3. An admission or acknowledgement of indebtedness by the Applicant Business shall be binding on the Surety;
4. A certificate signed by the Director of the Authority as to the existence and amount of the indebtedness of the Applicant Business to the Authority at any time and as to the fact that the same is due and payable, shall be sufficient proof, for the purposes of provisional sentence or summary judgment against the Surety in any competent court, of the existence of the debt(s) referred to in such certificate, and amount/s owing thereon and the fact that such amount/s is/are liquidated and due and owing and has/have not been paid;
5. No extension of time or other indulgence in respect of any payment or performance, no delay or omission in demanding or enforcing any payment or performance, no whole or partial release from liability and no compromise or other arrangement in respect of the extent, amount, duration, reduction or postponement of liability, granted or allowed by the Authority to the Applicant Business or to the Surety, and no realization, release or abandonment (wholly or partially) of any security for any indebtedness covered hereby, shall discharge the Surety from liability *in solidum*;

6. In the case of insolvency or other legal disability of, or any general assignment, compromise, composition, scheme or arrangement entered into by or affecting the debts or obligations of the Applicant Business:
  - 6.1 the Authority shall be entitled to prove its claim in the winding up, judicial management, assignment, compromise, composition, scheme or arrangement concerned to the full extent of such claim, and neither the proof of such claim nor the expected receipt of any dividend/s or payment/s in respect thereof, shall in any way affect or derogate from the Authority's right to recover from the Surety, the amount/s for which such claim is proved and any of other sum/s for which the Surety, as the case may be, may be or become liable to the Authority hereunder;
  - 6.2 any dividend/s or other payment(s) actually received by the Authority out of the winding up or judicial management concerned, or in terms of such assignment, compromise, composition, scheme or arrangement, shall (as far as the Surety is concerned) either, at the Authority's option:
    - 6.2.1 be applied on account of the Applicant Business's indebtedness to the Authority, without releasing the Surety from liability to the Authority for the balance of such indebtedness; or
    - 6.2.2 be treated and held by the Authority as cash security for the liability hereunder of the Surety to the Authority until such time as the Authority will choose to apply the same towards such liability or, whichever is the sooner, until the Authority will have recovered from all sources the full amount of the indebtedness, any surplus of such cash security then held by it shall be paid over by the Authority to the Surety, and provided further that the Authority shall not be liable for the payment of interest on any such cash security, and
  - 6.3 all costs of and incidental to the proof of the Authority's claim in such winding up, judicial management, assignment, compromise, composition, scheme or arrangement as well as all costs and expenses of maintaining, conserving and/or realizing any security which the Authority may hold for its claim and all sums, including any contribution, payable by the Authority in consequence of the proof of its claim, shall be recoverable by the Authority from the Surety;
7. The Authority shall at all times be entitled to apply any amount/s received by it from the Applicant Business or from the Surety, or from the proceeds of any relevant security or otherwise, to such debt/s of the Applicant Business as the Authority may in its discretion decide and whenever the Authority may in its discretion think fit to do so.
8. **The Surety renounces the benefits of:**
  - 1.1 excussion - by renouncing this benefit the Surety understands that the Authority becomes entitled to sue the Surety for the full amount owing under this undertaking without first proceeding against the Applicant Business;
  - 1.2 division - by renouncing this benefit the Surety understands that where there is more than one surety for the Applicant Business' obligations, the Authority will be entitled to sue each surety for the full amount owing under this undertaking and not only for a *pro rata* share;
  - 1.3 cession of action - by renouncing this benefit the Surety understands that the Authority becomes entitled to sue the Surety without first ceding the Authority's right of action against the Applicant Business to the Surety;
  - 1.4 *non causa debiti* - by renouncing this benefit the onus of disproving the cause of the debt will rest on the Surety;
  - 1.5 no value received, revision of accounts and errors in calculation - by renouncing these benefits the Surety agrees that the calculation of the amount owed is correct and the onus of proving an error will rest on the Surety; and
  - 1.6 *de duobus vel pluribus reis debendi* - by renouncing this benefit or legal exception the Surety acknowledges that joint sureties signing this document will be jointly and severally liable to the Authority.
9. In terms of Section 45 of the Magistrate's Court Act 1944, the Surety hereby consents to the jurisdiction of the Magistrate's Court having jurisdiction under Section 28 of the said Act in respect of any action to be instituted against the Surety by the Authority. It shall nevertheless be entirely within the discretion of the Authority whether to proceed against the Surety in such Magistrate's Court or to do so in any other court having jurisdiction.
10. The Surety hereby chooses *domicilium citandi et executandi* for all purposes arising out of this agreement as follows:

---

**THUS DONE AND SIGNED** at \_\_\_\_\_ on \_\_\_\_\_ in the presence of the  
Undersigned witnesses.

**SIGNATURE:** \_\_\_\_\_

**WITNESSES:**

1. \_\_\_\_\_

2. \_\_\_\_\_



**Private Security Industry Regulatory Authority**  
The Director, Private Security Industry Regulatory Authority, Private Bag X817,  
PRETORIA, 0001

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**“CLEARANCE CERTIFICATE IN TERMS OF SECTION 23(1)(f) OF THE PRIVATE SECURITY  
INDUSTRY REGULATION ACT, 2001 (ACT NO. 56 OF 2001)  
(SIRA-8)**

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**1. PARTICULARS OF APPLICANT'S FORMER EMPLOYER**

Name of force or service

---

---

Street address of head office (including city, province and country)

---

---

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Telephone number \_\_\_\_\_ Facsimile number \_\_\_\_\_

E-mail address \_\_\_\_\_

Postal address

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Name, address and telephone number of contact person

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**2. PARTICULARS OF FORMER EMPLOYEE**

Full first names and surname of employee

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Identity number \_\_\_\_\_

Passport number \_\_\_\_\_



3. **DECLARATION**

I, the undersigned, declare that the information provided on this form is true and correct and that I have the necessary authority to provide the information.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_

Position in force or service \_\_\_\_\_

Telephone number \_\_\_\_\_

4. **CONSENT BY FORMER EMPLOYER TO FURNISH PERSONAL INFORMATION RELATING TO EMPLOYMENT RECORD AND MATTER RELATED THERETO**

I, the undersigned, hereby give consent to my former employer contemplated in this form to provide the information relating to my employment record and related issues provided for in this form, to the Private Security Industry Regulatory Authority.

Signature of former employee \_\_\_\_\_

Name \_\_\_\_\_

Date \_\_\_\_\_



# Private Security Industry Regulatory Authority

The Director, Private Security Industry Regulatory Authority, Private Bag X817,  
PRETORIA, 0001

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## APPLICATION FOR RE-ISSUE OF CERTIFICATE OF IDENTIFICATION OR CERTIFICATE OF REGISTRATION IN TERMS OF REGULATION 9(4) MADE UNDER THE PRIVATE SECURITY INDUSTRY REGULATION ACT NO. 56 OF 2001 (SIRA-27)

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Name of Security Service Provider

SIRA Registration Number

Certificate of Registration required?	YES	NO	(fee of R34.20 incl. VAT)
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Reason:


Certificate of Identification required?	YES	NO	(fee of R45.60 incl. VAT)
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Reason:


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SIGNATURE OF APPLICANT

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DATE

### NOTE:

In terms of Regulation 9(4) made under the Private Security Industry Regulation Act No. 56 of 2001, the Authority may on application of a security service provider and after payment of the amount determined by the Authority for this purpose, issue a new certificate of registration or a new certificate of identification to the security service provider if the Authority is satisfied that:

1. The original certificate has been materially damaged, has been destroyed or has been lost; or
2. When the name and/or status of the security service provider change; or
3. When registration is renewed as contemplated in Section 22 of the Act; or when there is some other sound reason for issuing a new certificate.



# Private Security Industry Regulatory Authority

The Director, Private Security Industry Regulatory Authority, Private Bag X817,  
PRETORIA, 0001

**APPLICATION TO CHANGE THE NAME OF A REGISTERED SECURITY BUSINESS  
IN TERMS OF REGULATION 7 MADE UNDER THE PRIVATE SECURITY INDUSTRY  
REGULATION ACT NO. 56 OF 2001  
(SIRA-28)**

Previous name of registered security business

SIRA Registration Number

New name of registered security business

New trading name of registered security business

New certificate of registration required?	YES	NO	(additional fee of R34.20 incl. VAT)
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I, the undersigned, duly authorized by the applicant business, hereby warrant that the information furnished in this application, as well as any documentation submitted in support of this application is, to the best of my knowledge, true and correct.

Date:	Signature of owner/director/ member/partner/ trustee		Name of owner/ director/member/ partner/trustee duly authorized	
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**NOTE:**

This application must be accompanied by:

1. Payment of the prescribed fee of R 285.00 incl. VAT An authenticated copy of the CM documentation in respect of the change of name if the security business is a company;
2. Payment of the prescribed fee of R 570.00 incl. VAT if changing from Close Corporation to Company or vice versa.
3. An authenticated copy of the CK documentation in respect of the change of name if the security business is a close corporation;
4. An authenticated copy of the agreement to change the name if the security business is a partnership;
5. An authenticated copy of the authorization from the Master of the High Court to change the name if the security business is a trust;
6. An authenticated copy of the documentation to change the name if the security business is a foundation or a body or entity other than a company, close corporation, partnership, trust or foundation;
7. A resolution in such format as may be prescribed by the Authority passed at a duly constituted meeting of the owners/directors/members/trustee/partners of the security business authorizing the owner/director/member/partner/trustee signing this application to do so.

**Specimen resolution to be submitted with application to change the name of a registered 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 Regulation 7 made under the Private Security Industry Regulation  
 Act 56 of 2001 on behalf of \_\_\_\_\_ (registered name of business) to change the  
 name/trade name of \_\_\_\_\_ (previous name), SIRA registration number  
 \_\_\_\_\_, to \_\_\_\_\_ (new name).

Specimen signature of duly authorized person

**Certified Correct**

<b>Name</b>	<b>Capacity</b>	<b>Signature</b>	<b>Date</b>
<b>Name</b>	<b>Capacity</b>	<b>Signature</b>	<b>Date</b>
<b>Name</b>	<b>Capacity</b>	<b>Signature</b>	<b>Date</b>
<b>Name</b>	<b>Capacity</b>	<b>Signature</b>	<b>Date</b>
<b>Name</b>	<b>Capacity</b>	<b>Signature</b>	<b>Date</b>

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





# Private Security Industry Regulatory Authority

The Director, Private Security Industry Regulatory Authority, Private Bag X817,  
PRETORIA, 0001

**APPLICATION FOR THE SUSPENSION OR UPLIFTMENT THEREOF OR WITHDRAWAL OF  
REGISTRATION IN RESPECT OF A REGISTERED SECURITY SERVICE PROVIDER (BUSINESS) IN  
TERMS OF REGULATION 11 MADE UNDER THE PRIVATE SECURITY INDUSTRY REGULATION  
ACT NO. 56 OF 2001  
(SIRA-29)**

Name of security service provider (business)

SIRA Registration Number

Application for (tick as appropriate)

 **Voluntary Suspension of registration** **Upliftment of suspension – Voluntary Suspension** **Withdrawal of registration**

I, the undersigned, duly authorized by the abovementioned security business, hereby make application for suspension of registration/upliftment of suspension/withdrawal of registration (delete as appropriate) of the abovementioned security service provider.

**Reason for application:**

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**Date:** \_\_\_\_\_ **Signature of owner/director/member/partner/trustee** \_\_\_\_\_ **name of owner/director/member/partner/trustee duly authorized** \_\_\_\_\_

**NOTES:**

This application must be accompanied by:

4. Payment of the prescribed fee of R114.00 incl. VAT; plus a payment of R 1710.00 for infrastructure assessment when applying for upliftment of voluntary suspension.
5. Voluntary suspension is only valid for 12 months from date of application.
6. 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 security business authorizing the owner/director/member/partner/trustee signing this application to do so.
7. Original certificate must be returned to our offices when requesting closure of the security service provider.

**Specimen resolution to be submitted with application for the  
suspension/upliftment of suspension/withdrawal of registration of 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 suspend/uplift the  
suspension or/withdraw the registration of \_\_\_\_\_ (registered name of business).

We confirm that we have fully acquainted ourselves with the effect of this resolution.

Specimen signature of duly authorized person

**Certified Correct**

<b>Name</b>	<b>Capacity</b>	<b>Signature</b>	<b>Date</b>
<b>Name</b>	<b>Capacity</b>	<b>Signature</b>	<b>Date</b>
<b>Name</b>	<b>Capacity</b>	<b>Signature</b>	<b>Date</b>
<b>Name</b>	<b>Capacity</b>	<b>Signature</b>	<b>Date</b>
<b>Name</b>	<b>Capacity</b>	<b>Signature</b>	<b>Date</b>

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



# Private Security Industry Regulatory Authority

The Director, Private Security Industry Regulatory Authority, Private Bag X817,  
PRETORIA, 0001

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**APPLICATION TO CHANGE A DIRECTOR/MEMBER/PARTNER/TRUSTEE OF A SECURITY  
BUSINESS IN TERMS OF REGULATION 8 MADE UNDER THE PRIVATE SECURITY INDUSTRY  
REGULATION ACT NO. 56 OF 2001**  
(SIRA-40)

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Name of business

SIRA Registration Number

Name of director/member/partner/trustee

SIRA Registration Number

Identity number

Effective Date

I, the undersigned, duly authorized by the applicant business, hereby warrant that the information furnished in this application, as well as any documentation submitted in support of this application is, to the best of my knowledge, true and correct.

<b>Date:</b>	<b>Signature of owner/director/ member/partner/ trustee</b>	<b>Name of owner/ director/member/ partner/trustee duly authorized</b>
_____	_____	_____

**NOTE:**

This application must be accompanied by:

8. Payment of the prescribed fee of R285.00 including (VAT).
9. An authenticated copy of the CM29 documentation in respect of the change of directors if the security business is a company;
10. An authenticated copy of the CK2 documentation in respect of the change of members if the security business is a close corporation;
11. An authenticated copy of the agreement to change the name of the partners if the security business is a partnership;
12. An authenticated copy of the authorization from the Master of the High Court to change the trustees if the security business is a trust;
13. An authenticated copy of the documentation to change the administrator or person in control if the security business is a foundation;
14. A resolution in such format as may be prescribed by the Authority passed at a duly constituted meeting of the directors/members/trustee/partners/administrator of the security business authorizing the director/member/partner/trustee/administrator signing this application to do so.

**Specimen resolution to be submitted with application to change the  
director/member/partner/trustee/administrator of a registered security service**

**BUSINESS LETTERHEAD**

Resolution passed at a duly constituted meeting of the \_\_\_\_\_  
(directors/members/trustees/partners/administrator) 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 \_\_\_\_\_  
\_\_\_\_\_ (director/member/trustee/partner/administrator) be and is hereby authorized to make application  
to the Private Security Industry Regulatory Authority in terms of Regulation 8 made under the Private Security Industry  
Regulation Act 56 of 2001 on behalf of \_\_\_\_\_ (registered name of business) to  
change the Directors/members/trustees/partners/administrator of \_\_\_\_\_ (security  
business name),

SIRA registration number \_\_\_\_\_.

Specimen signature of duly authorized person

**Certified Correct**

_____ <b>Name</b>	_____ <b>Capacity</b>	_____ <b>Signature</b>	_____ <b>Date</b>
_____ <b>Name</b>	_____ <b>Capacity</b>	_____ <b>Signature</b>	_____ <b>Date</b>
_____ <b>Name</b>	_____ <b>Capacity</b>	_____ <b>Signature</b>	_____ <b>Date</b>
_____ <b>Name</b>	_____ <b>Capacity</b>	_____ <b>Signature</b>	_____ <b>Date</b>
_____ <b>Name</b>	_____ <b>Capacity</b>	_____ <b>Signature</b>	_____ <b>Date</b>
_____ <b>Name</b>	_____ <b>Capacity</b>	_____ <b>Signature</b>	_____ <b>Date</b>

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



# Private Security Industry Regulatory Authority

The Director, Private Security Industry Regulatory Authority, Private Bag X817, PRETORIA, 0001

## APPLICATION TO OCCUPY/ASSUME A POSITION AS OWNER/DIRECTOR/MEMBER/PARTNER/TRUSTEE OF A SECURITY BUSINESS IN TERMS OF SECTION 21(1)((a)(ii), (iii), (iv), (v) (vi) or (vii) OF THE PRIVATE SECURITY INDUSTRY REGULATION ACT, 2001 (Act No. 56 of 2001) [SIRA-41] (SIRA-41)

Name of owner/director/members/partner/trustee/administrator/manager	
SIRA Registration Number	
Identity number	
Effective Date	

I, the undersigned, duly authorized by the applicant business, hereby warrant that the information furnished in this application, as well as any documentation submitted in support of this application is, to the best of my knowledge, true and correct.

<b>Date:</b>	<b>Signature of owner/director/member/partner/trustee/administrator/manager</b>	<b>Name of owner/director/member/partner/trustee/administrator/manager duly authorized</b>
_____	_____	_____

### NOTE:

This application must be accompanied by:

- 15. Payment of the prescribed fee of R285.00 incl. VAT;

UPON APPROVAL BY THE AUTHORITY TO OCCUPY OR ASSUME A POSITION AS A OWNER/DIRECTOR/MEMBER/PARTNER/TRUSTEE/ADMINISTRATOR/MANAGER THE FOLLOWING DOCUMENTATION SHOULD BE SUBMITTED TO THE AUTHORITY:

- An authenticated copy of the CM29 documentation in respect of the change of Directors if the security business is a company;
- An authenticated copy of the CK2 documentation in respect of the change of members if the security business is a close corporation;
- An authenticated copy of the agreement to change the name if the partners if the security business is a partnership;
- An authenticated copy of the authorization from the Master of the High Court to change the trustees if the security business is a trust;
- An authenticated copy of the documentation to change the administrator if the security business is a foundation;
- A resolution in such format as may be prescribed by the Authority passed at a duly constituted meeting of the owners/directors/members/trustee/partners/foundation of the security business authorizing the owner/director/member/partner/trustee/foundation signing this application to do so.

**Specimen resolution to be submitted with application to occupy or assume the position of owner/director/member/partner/trustee/administrator/manager of a registered security service provider (security business)**

**BUSINESS LETTERHEAD**

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

**Resolved:**

That \_\_\_\_\_ (name of natural person) in terms of Section 21(1)((a)(ii),  
 (iii), (iv), (v) (vi) or (vii) of The Private Security Industry Regulation Act, 2001 (Act No. 56 of 2001) apply to occupy or  
 assume the position of owners/directors/members/trustees/partners/administrator/manager of \_\_\_\_\_  
 (security business name),

Specimen signature of duly authorized person

**Certified Correct**

<b>Name</b>	<b>Capacity</b>	<b>Signature</b>	<b>Date</b>
_____	_____	_____	_____
<b>Name</b>	<b>Capacity</b>	<b>Signature</b>	<b>Date</b>
_____	_____	_____	_____
<b>Name</b>	<b>Capacity</b>	<b>Signature</b>	<b>Date</b>
_____	_____	_____	_____
<b>Name</b>	<b>Capacity</b>	<b>Signature</b>	<b>Date</b>
_____	_____	_____	_____
<b>Name</b>	<b>Capacity</b>	<b>Signature</b>	<b>Date</b>
_____	_____	_____	_____

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