

PRIVATE DETECTIVE LICENSE

REQUIREMENTS TO FILE:

(Purdons Title 22)

Every such applicant, if he be a person or in the case of a partnership, association, or corporation, at least one member of such partnership, association, or corporation, has been regularly employed as a detective, or shall have been a member of the U.S. government investigative service, a sheriff, or member of a city police department of a rank or grade higher than that of patrolman, for a period of not less than three years.

APPLICATION:

The application shall state:

- Full name
- Age
- Residence
- Present and previous occupations of each person or individual
- Citizen of U.S.
- Address of principal place of business and any branch office, bureau, agency or sub-agency
- Affidavits signed by at least 5 reputable citizens attesting to the good character of applicant
- If the applicant is a corporation, the amount of the corporation's outstanding paid up capital stock and whether paid in cash or property and if in property, the nature of the same, and accompanied by a certified copy of its certificate of incorporation.
- The application shall also include 2 photographs of each individual and corporate officer (passport size)
- 2 fingerprint cards for each individual/corporate officer (see below)
- Bond in the sum of \$10,000 executed to the Commonwealth of Pennsylvania
- Preliminary and final order of court for judge to sign.

Filing of Application:

- Present original application plus a copy to Westmoreland Clerk of Courts to be assigned a Miscellaneous Docket number.
- After being assigned docket number, present original application to Judge Scherer's staff to be assigned a hearing date.
- Return original application, and the signed order with hearing date set to the Westmoreland Clerk of Courts to be filed.
- Clerk of Courts will forward the copy of application to District Attorney's Detective Bureau for investigation.
- Pay filing fee of \$22.00 to Clerk of Courts
- Present bond in the sum of \$10,000 to be filed in the Clerk of Courts Office.
- After approval of license, fee of \$205.00 for individual or \$305.00 for corporation to be presented to Clerk of Courts.

FILING OF FINGERPRINT CARDS:

Your fingerprints **must** be on a "Westmoreland County Clerk of Courts" fingerprint card, which you can obtain from the Westmoreland County Clerk of Courts office. After fingerprinting is complete, bring your card to the Westmoreland County Clerk of Courts office along with a check for \$17.50 made payable to the "Commonwealth of Pennsylvania". The Clerk of Courts will forward your check and fingerprint card to the Records and Identification Division of the Pennsylvania State Police in Harrisburg.

Note: This office is not permitted to help you with the preparation of your petition