

## Security guard and/or private investigator licence: Guarantor Information Form (page 1 of 3)

A guarantor is a person who confirms your identity and that the identification information you provided is true and accurate. You must show your guarantor both original pieces of identification to confirm your identity. All applicants must have a guarantor confirm their identity.

**Note:** when your guarantor signs the form, it is only valid for 90 days before it expires.

### Applicant Information – to be filled out by the applicant

#### What you need to do:

1. **you must find a guarantor who is:**

- **at least 18 years old**, has known you for a minimum of two years (example: friend, family member or neighbour) and available by telephone
- comfortable reviewing **your two identification documents (IDs)** and confirming the documents belong to you. These must be the same two documents you are submitting for your licence application, and
- **able to confirm your basic personal** information such as name, age and physical description

If you do not know someone who has **known you for two years**, another person can act as your guarantor if they are:

your employer; any valid licenced Ontario security guard or private investigator; an officer from a licenced Security Guard or Private Investigator Agency or from a company registered under the *Private Security and Investigative Services Act, 2005*; chiropractor; dentist; judge; justice of the peace; pharmacist; lawyer; mayor; physician; Minister of Religion authorized under provincial law to perform marriage; notary public; police officer; principal or teacher of a primary or secondary school; professional accountant; professional engineer; professor or administrator at a public college/university; or, veterinarian

2. **show your guarantor the same two original identification documents (IDs)** you are using for the licence application. Your first and last name must match on both documents. If your names do not match, provide a legal name change document with your application.
3. **fill out the “Application Information” section** of this Guarantor Information Form before you give this to your guarantor.

### Guarantor Information – to be filled out by the guarantor

#### What you need to do:

1. confirm that you have seen **the two original identification documents (IDs)** that the applicant will be using to apply for the licence
2. confirm that the **first and last names match** on both identification documents, and
3. remember to **sign and date** the form

## Guarantor Information Form (page 2 of 3)

### List of Acceptable Identification Documents

You must show your guarantor both original pieces of identification to confirm your identity. All applicants must have a guarantor confirm their identity. Here is a list of acceptable documents.

#### Government issued photo identification – one item off this list:

- any valid driver's licence
- Ontario enhanced driver's licence
- any valid passport (pages with photo and signature)
- Ontario Photo Card
- certificate of Canadian citizenship (front and back)
- permanent resident card (issued before February 4, 2012)
- certificate of Indian Status, or
- Canadian Department of National Defence Identification Card

#### Eligibility to work in Canada – one item off this list:

- Canadian birth certificate
- certificate of Canadian citizenship (front and back)
- Canadian passport (pages with photo and signature)
- Ontario enhanced driver's licence
- permanent resident card/confirmation of permanent residence
- naturalization card (issued before January 1, 1974)
- valid work permit
- record of landing
- retention certificate
- certificate of Indian Status, or
- registration of birth abroad certificate

## Guarantor Information Form – print and submit (page 3 of 3)

### Applicant Information (to be filled out by the applicant)

1. Ontario testing completion or Ontario licence number (If applicable)*		2. Primary phone number
3. Last name	4. First name	5. Middle name(s)

\*If you are an officer, director or partner of an agency, you may leave this field blank if you do not have an Ontario testing completion number or Ontario licence number.

### Guarantor Information (to be filled out by the guarantor)

6. Profession or relationship to applicant		
7. Last name	8. First name	9. Middle name(s)
10. Primary phone number		11. Secondary phone number

Please list which two identification documents the applicant showed you (see page 2) for a list of examples.

12. What government issued photo identification as listed on <b>page 2</b> did the applicant show you?
13. What proof of eligibility to work in Canada identification as listed on <b>page 2</b> did the applicant show you?
14. <input type="checkbox"/> I confirm that the <b>names match</b> on both identification documents and that these are the documents that the applicant will be using in the licence application.

**By signing this form I (the guarantor) confirm that I have seen the two original documents that are listed above and allow for my information provided be kept if there are any issues in processing the application.**

15. Guarantor's Signature	16. Date (yyyy/mm/dd)
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If you have any questions, call a ServiceOntario Customer Service Representative, toll-free at 1 866 767-7454 (Canada). TTY users call us toll-free at 1 800 268-7095 (TTY Canada). Or mail, Private Security and Investigative Services Branch, 25 Grosvenor Street, 12<sup>th</sup> Floor, Toronto ON M7A 1Y6.

**Please mail your completed licence application package to:** ServiceOntario, Occupational Licensing Services Office, PO Box 4500, Kingston ON K7L 0E1.