

**LICENSE STATUS CHANGE APPLICATION**

**CURRENT LICENSE INFORMATION (REQUIRED)**

LICENSE TYPE  Protective Agent  Private Detective

CURRENT LICENSE LEVEL  Individual  Partnership/LLP

LICENSE NUMBER \_\_\_\_\_

**UPDATED LICENSE INFORMATION (REQUIRED)**

CHANGE TO LEVEL  Partnership/LLP  Corporation/LLC

BUSINESS/CORPORATION NAME(s): \_\_\_\_\_

(Corporate registration must be made through the MN Secretary of State's office and **MUST** include all "doing business as" names)

PROPER REGISTRATION HAS BEEN MADE  DOMESTIC  FOREIGN

DATE INCORPORATED/REGISTERED \_\_\_\_\_ PLACE INCORPORATED/REGISTERED \_\_\_\_\_

MINNESOTA BUSINESS ADDRESS: \_\_\_\_\_

(Required for ALL entities, must be a physical address with mail forwarding and accepts process service. Cannot be a P.O. Box)

CORPORATE BUSINESS ADDRESS (if out of state): \_\_\_\_\_

MAIN BUSINESS PHONE: \_\_\_\_\_ ALTERNATE BUSINESS PHONE: \_\_\_\_\_ BUSINESS FAX: \_\_\_\_\_

QUALIFIED REPRESENTATIVE (QR) (Required position): \_\_\_\_\_

QUALIFIED REPRESENTATIVE EMAIL: \_\_\_\_\_

QUALIFIED REPRESENTATIVE SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

ALTERNATE BUSINESS EMAIL: \_\_\_\_\_

FEDERAL TAX ID NUMBER: \_\_\_\_\_ MINNESOTA TAX ID NUMBER: \_\_\_\_\_

CURRENT BOND NUMBER: \_\_\_\_\_ BOND COMPANY: \_\_\_\_\_

**FOLLOWING SECTION FOR CORPORATE/LLC ONLY**

**MINNESOTA MANAGER (MM)** (Required **ONLY** if company is based outside of MN): \_\_\_\_\_

**MINNESOTA MANAGER EMAIL** (if applicable): \_\_\_\_\_

**MINNESOTA MANAGER SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER (CEO)** (Required position for Corporate/LLC): \_\_\_\_\_

**CEO SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**CHIEF FINANCIAL OFFICER (CFO)** (Required position for Corporate/LLC): \_\_\_\_\_

**CFO SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**FOLLOWING SECTION FOR PARTNERSHIP/LLP ONLY**

**PARTNER** (Required position for Partnership/LLP): \_\_\_\_\_

**PARTNER SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PARTNER** (if more than 2 partners, **ALL** partners **MUST** be listed): \_\_\_\_\_

**PARTNER SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PARTNER** (if more than 2 partners, **ALL** partners **MUST** be listed): \_\_\_\_\_

**PARTNER SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**THE FOLLOWING MUST BE SUBMITTED WITH YOUR STATUS CHANGE APPLICATION**

- A check made payable to: MN Board of Private Detective & Protective Agent Services
  - Change from Individual to Partnership/LLP
    - **Private Detective: \$700**
    - **Protective Agent: \$800**
  - Change from Individual to Corporate/LLC
    - **Private Detective: \$900**
    - **Protective Agent: \$1,000**
  - Change from Partnership/LLP to Corporate/LLC
    - **Private Detective: \$200**
    - **Protective Agent: \$200**
- Additional application documentation will be sent to you if required for any corporate officers or partners that were not originally listed on the license application when first approved by the Board. For individual license holders that will be listed as QR/MM/CEO/CFO there will not be additional paperwork required.