

**PRIVATE INVESTIGATOR AGENCY
APPLICATION ACCEPTANCE CHECKLIST**

Please use this list to ensure you have enclosed the proper documentation.

No.	Documents to Be Enclosed	Applicant Check Off	DPS Use Only
1.	APPLICATION - every section must be completed on the application. The application must be signed and notarized.		Initials: Date:
2.	EXPERIENCE - letters, documentation of a minimum of THREE years of full time investigative experience or 6000 hours of Ahands on@ investigative experience.		Initials: Date
3.	AGENCY STRUCTURE PAPERS (if applicable)		Initials: Date
4.	APPLICATION FEE OF \$250.00		Initials: Date
5.	CLASSIFIABLE FINGERPRINTS & FEE OF \$24.00		Initials: Date
6.	LEGIBLE, NOTARIZED COPY OF DRIVER=S LICENSE		Initials: Date:
7.	ONE COLOR PHOTOGRAPH, APPROXIMATELY PASSPORT SIZE		Initials: Date:

Note to applicant: If items #1, #4, #5, and #6 are missing or incomplete, your application packet will be returned without processing.