CHANGE OF INFORMATION FORM

DPSST, Private Professional Certification and Licensing, 4190 Aumsville Hwy SE Salem, OR 97317

Phone: (503) 378-8531 / Fax: (503) 378-4600

E-mail: dpsst.oregon.gov / Website: www.oregon.gov/DPSST/PS



PLEASE PRINT CLEARLY OR TYPE

PLEASE NOTE: If not all applicable portions are completed or legible, it may delay the processing of your request.

REQUIRED INFORMATION:		
LEGAL NAME	DOB:	PSID #
Last name First name M.I.		
FORM SUBMITTED BY	DA	ATE
CHANGE OF ADDRESS, TELEPHONE AND/OR EMAIL - NO FEE REQUIRED		
New Mailing Address:	Ap	t #:
City State ZIP	Contact Phone	
\square Please check this box if you are on the 'Instructor list' on our website.		
New Email Address:		
Email is used as the primary communication for all correspondences	s regarding your ce	rtification/licensure
CHANGE OF EMPLOYMENT - NO FEE REQUIRED		
	Charles Envilo	J. D. J.
New Employer	_ Start of Employmer	nt Date:
New Employer	_ Start of Employment Date:	
FORMER Employer	End of Employment Date:	
1. Was the employee terminated? YES ☐ NO☐		
 Was the termination due to a notice received from the Private Security Program? YES ☐ NO ☐ Was the termination for a possible violation of the Private Security Services Providers Act? YES ☐ NO ☐ 		
*If you answer yes to question 3, include supporting documentation regarding the possible violation with this form.		
I am a certified unarmed professional and I have applied for upgrade to an unarmed/armed professional. I have submitted a \$25 fee, PS-1 application, PS-6 (24-hour armed course) and a PS-23. An upgrade does not change your expiration date.		
m a certified unarmed professional and I have applied to add an armed professional. I have submitted a \$78 fee, PS-1 application, PS-6 (24-hour armed course), PS-6 (unarmed refresher course), and a PS-23. Completing the adding application packet will allow DPSST to issue a new two-year certificate.		
Individuals currently certified as an unarmed private security professional applying to upgrade or add an armed private security certification must carry a copy of the PS-6 and the PS-23 while performing private security services until a new certificate is received.		
REPLACEMENT OF CERTIFICATION/LICENSE— \$20 FEE REQUIRED		24.00 fee enclosed
Submit a money order, cashier's check, business check or credit card authorization Name change - Former Legal Name		
Current Legal Name (Attach proof of legal name change, i.e. copy of court document, driver's license or SSN)		
Replacement certification/license card required due to loss of original. All certified/licensed individuals who request a replacement card must carry a copy of this PS-23 form, at all times, while performing security services until a replacement certification/license is received.		

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