**ΑΣΤYΝΟΜΙΑ ΚYΠΡΟY**

 **P. 360**

 **Application Number**

**APPLICATION FOR THE ISSUE OF A PERMIT FOR THE**

**ESTABLISHMENT AND OPERATION / RENEWAL OF OPERATION OF A**

# PRIVATE SECURITY SERVICES OFFICE L.125(I)/07 and L.54(I)/2009, article 9(1)

**If any details given in the application prove to be false, the applicant is liable to criminal prosecution.**

**SECTION A - TICK (X) WHERE APPLICABLE**

**Issue o**

**f Licence**

**Renewal Licence**

**SECTION B APPLICANT DATA**

|  |  |
| --- | --- |
| **NATURAL PERSON** | **LEGAL PERSON****(companies / associations)** |
| **Name**  | **Brand name** |
| **Surname** | **Address**  |
| **ID Number/ARC** | **Post code P.O.BOX.** |
| **Home Address**  | **Mailing address** |
| **Post code** | **Post code P.O.BOX.** |
| **Mobile number** | **Company Registration number**  |
| **Telephone number** | **V.A.T.File Number** |
| **Fax.** | **Telephone fax.** |
| **Email**  | **Email** |
| **ΒRAND NAME** | **Authorised person's data** |
| **Name**  | **Name**  |
| **Number of Brand Name** | **Surname**  |
| **Address of register private office** | **Tel. fax.** |
| **Telephone fax.** | **Email**  |

**SECTION C**

# PARTICULARS OF PERSON IN CHARGE OF OFFICE

Name (in full):………………………………………………………………………………..

Sex (male / female):…………………………………………………………………………

Position:………………………………………………………………………………………

I.D.No:……………………………..Nationality:……………………………………………. Passport Number:…………………Country of Issue:…………………………………… Registration Number of Alien:……………………………………………………………..

Home Address:………………………………………………………..……………………..

Post Code:……………………….…….P.O.Box:.……………….………………………….

Place of Birth:…………………………..…………Date of Birth:………………….……… Home Telephone Number:………………Work Telephone Number:……………….….

Mobile Telephone Number:………………………………………………………………… Academic qualifications:…………………………………………………………………….

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Details of previous employment / duties and activities: ……………………………….…

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**SECTION D** **(Applicable to companies / associations)**

* This section should be completed separately for **each** director / shareholder / associate / administrative councilor / secretary / association
* Where more than one person is involved, separate copies of Part D should be attached.
* **The above mentioned persons should supply all the necessary certificates / documents (PART F).**

Name (in full):…………………………………………………………………………….….

Sex (male / female):…………………………………………………………………………

Position:……………………………………………………………………………………….

I.D.Number:……………………………….…………. Nationality:………..………………..

Passport Number: …………………….….……… Country of issue:………..……………

Registration Number of Alien:……………..……………………………………………..…

Home Address:…………………………………………………………………….…………

Post Code:…………………………………... P.O.Box:…………….………………………

Place of Birth: ………………………….....………….Date of Birth:………..……………...

Home Telephone Number:………………..……Work Phone Number:……………..…..

Mobile Telephone Number:…………………………………………………………………

Academic qualifications:

………………………………………………………………………………………………….

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Details of previous employment / duties and activities:

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**SECTION E**

This section should be completed separately from the applicant, person in charge, for **each** director / shareholder / associate / administrative councilor / secretary / association.

 **ΥΕS NO**

(a) Has your employment been terminated from the Public Service, police, Educational Service, the Army or legal person of public law for a

disciplinary offence involving lack of integrity or moral indecency?

(b)Do you hold a position in the Public Service, or Educational Service,

the Police, the Army or are you employed by a legal person of public law?

(c)Do you use any narcotic drugs or other psychotropic substances?

1. Do you suffer from any mental illness?

1. Are you a manufacturer, merchant or trader of arms and ammunition or explosive substances?

1. Were you judged in the past by the Chief of Police to be unsuitable for practicing as a guard or private guard?

1. Have you been convicted of any criminal offence?

1. Have you fulfilled your military obligations? **(for males)**

**……………………………………….**

**SECTION F (1) – Article 4**

# CATEGORIES OF REQUESTED LICENCE

Please tick (X) where applicable

1. **General Security Services**
2. **Special Security Services**
3. **Provision of Search Services**

Note: In case the application relates to categories 1 and 2 above, which include the provision of private **SEARCH** services (article 4(2)(i), a **SPECIAL PERMIT** (P. 363), is issued, in addition to the permit – P. 362.

# SECTION F (2)

If your application relates to **Special Security Services (Part E (1) Category 2) ,** tick the appropriate box to indicate the security services that you intent to provide.

1. Surveillance, protection or storage of movable or immovable property or facilities
2. surveillance, protection or security of premises / installations
3. security of natural persons
4. security for the smooth running of shows, exhibitions, conferences, competitions, sports events or other events.
5. safe transportation and security of money, securities and valuable objects
6. installation, maintenance and monitoring of the operation of equipment related to alarm and security systems, fire detectors, fire safety systems, fire extinguishing systems, close circuit television, counter theft systems and goods protection systems.
7. the installation and operation of centres for receiving, monitoring and transmitting alarm signals.
8. control of passengers and luggage at ports and airports with the use of special equipment.
9. preparation of studies and the design of electronic and natural security.
10. control or monitoring of the movement of members of the public through the use of vehicles or by other means in a private area or a prohibited to the wider public area, with the aim of protecting the property in question or the area.
11. the provision of private search services.
12. the provision of facilities for the safe keeping of movable property.
13. the provision of armoured vehicles for the transfer of money or other objects.
14. the operation and security of detention centres for illegal migrants or reception centres for asylum seekers or refugees, in accordance with the definition of ‘prohibited migrant’ in the Aliens and Migration

Law and the terms ‘seeker’ and ‘refugee’ as defined by the Law on Refugees.

(o)Control of persons, luggage and objects in the premises of government buildings and buildings

of state agencies, departments and services, using special equipment. (Ministry of Justice & Public

Order Decree under Article 4. Dated 4 June 2021)

**SECTION G**

# DECLARATION BY THE APPLICANT

1. Having submitted the application and paid the prescribed fee, I will have no claim to the fee if subsequently it is proven that I do not fulfill the necessary prerequisites as mentioned in the Law announced in the Official Government Gazette.
2. I solemnly declare that all the details provided in this application, including the attached certificates and documents are true and correct.

Date:………./……….../…….…. Signature:……………………………………..

# SECTION H

**NECESSARY DOCUMENTS:**

The following documents **must** be attached to the application upon submittal.

1. A copy of the identity card of the applicant and or passport in the case of aliens (photocopies of both sides are required).
2. Army Discharge Papers (only for Cypriot males)
3. Certificate of Registration for aliens, yellow slip for European Union citizens.
4. Police Clearance certificate (original)
5. Receipt for the payment of the required fee (original)
6. Declaration by the applicant relating to financial interest or involvement,

Article 9(3)(e)N.125(I)/07 (original)

1. A true/exact copy of the registration certificate of the company, directors and shareholders (in the case of a legal person).

**Note:** - With regards to Police clearance certificates in the case of aliens (European

Union citizens) the original from the applicant’s country of origin in the English or Greek languages must also be attached. In case this certificate is issued in another language, it must be certified by the relevant Embassy in Cyprus.

 - Any other additional certificates which may be requested.

# SECTION I

**Processing of personal data – Law 125 (I) / 2018 & Regulation 2016/679.**

**At Police Headquarters a registry is maintained which includes the personal data of applicants who are citizens of the Republic of Cyprus and / or of the European Union, for the purpose of enforcing the law on the Provision of Security Services by Private Offices.**

**SECTION J**

# FOR OFFFICE USE ONLY

Division Application Number:……………………………………………………………….

Date of receipt of application:……………………………………………………………….

Received by (Name and details):…………………………………………………………..

Receipt (of payment) Number……………………………………………………………...

 …………………………………..

 Signature of recipient

Name (in full) / Rank / Number:…………………………………………………….

# EXAMINATION OF THE APPLICATION

I solemnly declare that I have personally examined all the details included in this application including those on the attached documents and I ascertained that they are correct and that all the prerequisites which are set out by the relevant Law for the issue of the required license are met / not met.\*

In case any prerequisite is not fulfilled, provide any relevant details below.

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 ………………………………………….

 Signature of Examiner

Name (in full) / Rank / Number:…………………………………………………….

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\*Cross out what is not applicable.

# CYPRUS POLICE

**In relation to an Application for the renewal of a licence for the operation of a Private Security Services Office L.125(I)/2007 and L.54(I)/2009 – Article 11**

## SOLEMN DECLARATION

 I hereby declare that since the date of submitting an application for the issue of a licence for the establishment and operation of the

………………………………………………………………………………………………… ………………………………………………………………………………………………..

Company as a private office for the provision of security services, until today, a criminal or other case / no criminal or other case has been pending against me.

 If a case is pending, please describe the offence and the stage at which its investigation stands at present:………………………………………………………….

……....…………………………………………………………………………………………

…………………………………………………………………………………………….……

I also declare that I have / have not been convicted by a criminal court or Court Martial (\*) of a criminal or other case.

 In case you have been convicted, provide a brief description of the

case.…………………………………………………………………………………………… …………………………………………………………………………………………………

…………………………………………………………………………………………………

 In case you are involved in an offence, criminal or other, but have not been as yet convicted, give a brief description of the case and the stage at which the investigation of the case or court procedure currently

stands:………………………………………………………………………………………… ………………………………………………………………………………………………… …………………………………………………………………………………..…………….

 **I am hereby being informed that in case the above declaration proves to be totally or partly false or untrue, I will be subject to criminal prosecution.**

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 Signature

……….………………… …………………………………….

 Date Name (in full)

\*Cross out what does not apply.

**CYPRUS POLICE**

**IN RELATION TO AN APPLICATION for the issue of a license for the establishment and operation (renewal of a license) of a Private Security Services Office**

**L.125(I)/2007 and L.54(I)/2009, article 9 (3) (e)**

# DECLARATION

I hereby declare that I have no financial benefit and or involvement in the business to which security services will be provided and that I will not undertake the provision of such services to a business or organization which in the future I am likely to have an interest in, as the provision of such services will come into conflict with the activities of the business or organization to which the security services will be provided.

I have been informed that in case the above declaration proves to be fully or in part false or that it does not reflect reality, I will be subjected to criminal prosecution.

 ………………………………….

 Signature

 …………………………… …………………………………..

 Date Name (in full)