



FORM CJT 726
FIREARMS CERTIFICATE APPLICATION
 PRIVATE SECURITY GUARDS / PRIVATE
 INVESTIGATORS / BAIL RECOVERY AGENTS

Revised 1/8/15

Send completed application, forms, & fee to:

WSCJTC Fiscal Unit
19010 1st Avenue South
Burien WA 98148

INSTRUCTIONS

1. Complete this application and return it to the address above with Forms 723 History Check, 731 Written Test and 729 Handgun Qualification(s). The 729 Form must be completed & signed by a PS Certified Firearms Instructor and the applicant. Send one 729 Form for each handgun you listed below. (Form 728 is for Shotguns and Form 730 is for Rifles). **Incomplete applications will not be processed** until all required paperwork and the fee is submitted.
2. Enclose a check for **\$100**, payable to: **WSCJTC**.
3. If the application is approved, a firearms certificate will be issued within **20** business days by email to the company owner/designee email address you listed below. Notification of the firearms certificate is provided to the Dept. of Licensing when a certificate is issued. The firearms certificate is not active until an armed license is issued by DOL.
4. Firearms certificates are **NOT** the property of the individual, they belong to the company and cannot be shared between different companies a person works for. One firearms certificate is issued per company because the firearm is owned or leased by the company per RCW 18.165, 18.170, and 18.185.

****If sole proprietor, or DBA, please provide copy of principal license with application and sign for self as owner/designee.**

FIREARM CERTIFICATE TYPE		<input type="checkbox"/> PRIVATE SECURITY	<input type="checkbox"/> PRIVATE INVESTIGATOR	<input type="checkbox"/> BAIL BOND RECOVERY AGENT
LAST NAME:		FIRST NAME:		MIDDLE INITIAL:
SOCIAL SECURITY NUMBER:		DATE OF BIRTH:	OTHER NAME(S) USED (if applicable):	
AGENCY / COMPANY NAME:			AGENCY OWNER/DESIGNEE EMAIL ADDRESS <i>(Required to receive the Armed Certificate):</i>	
AGENCY ADDRESS:		CITY:	STATE:	ZIP CODE:
AGENCY PHONE:		AGENCY BUSINESS LICENSE NUMBER (if available):		

FIREARM(S) FOR WHICH A CERTIFICATE IS REQUESTED: (COMPLETE ALL THAT APPLY)

HANDGUN	Manufacturer-Model Name-Caliber
HANDGUN	Manufacturer-Model Name-Caliber
HANDGUN	Manufacturer-Model Name-Caliber
SHOTGUN	Manufacturer-Model Name-Caliber
RIFLE/OTHER	Manufacturer-Model Name-Caliber

The applicant named herein is at least 21 years of age and possesses or will possess a current and valid security guard, private investigator, or bail bond recovery agent license. PIV/BBRA SOLE PROPRIETOR PS PRINCIPAL (Check if applicable.)

COMPANY OWNER/DESIGNEE (PRINT)

COMPANY OWNER/DESIGNEE (SIGNATURE)

WSCJTC USE ONLY

FIREARMS CERTIFICATE: PS _____ PI _____ BB _____ Certificate emailed: _____	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED Initials: _____ Date: _____	Firearm Count: HGN: _____ SHOT: _____ RIFLE: _____ OTHER: _____	RECEIVED: <input type="checkbox"/> Cash <input type="checkbox"/> Check # _____ <input type="checkbox"/> Money Order # _____ Amount: \$ _____
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FORM CJT 723
FIREARMS CERTIFICATE CRIMINAL
HISTORY RECORDS CHECK ATTESTATION
PRIVATE SECURITY / PRIVATE INVESTIGATOR / BAIL
BOND RECOVERY AGENT

Revised 1/2015

THIS FORM REQUIRED WITH INITIAL
FIREARMS CERTIFICATE APPLICATION
PACKET

INSTRUCTIONS

1. Top of form initialed, printed, and signed by agency owner/designee.
2. Bottom of form printed and signed by applicant.
3. This form is **REQUIRED** with an initial firearm certificate application packet.
4. Incomplete forms will be held until completed in full.

FIREARM
CERTIFICATE TYPE

PRIVATE SECURITY

PRIVATE INVESTIGATOR

BAIL BOND RECOVERY AGENT

LAST NAME:

FIRST NAME:

MIDDLE INITIAL:

SSN LAST FOUR:

DATE OF BIRTH:

OTHER NAME(S) USED (if applicable):

AGENCY / COMPANY NAME:

CRIMINAL HISTORY RECORDS CHECK ATTESTATION

I, hereby attest that the above named applicant is an employee, or will be an employee, of this agency and that this agency has completed hiring eligibility requirements and:

- (1) A criminal history records check has been completed by this agency regarding this applicant through appropriate submission of applicant's fingerprints and/or documentation to appropriate systems (WSP WATCH, NCIC, WASIC, law enforcement agencies, etc.); and
- (2) Such search indicated the absence of any conviction of the applicant for a felony offense, or any misdemeanor or gross misdemeanor offense that prohibits the applicant from lawfully possessing a firearm to include any domestic violence conviction or an active Domestic Violence Protection Order.

COMPANY OWNER/DESIGNEE PRINTED NAME

COMPANY OWNER/DESIGNEE SIGNATURE & DATE

APPLICANT ATTESTATION

I, the above named applicant do attest that I have met the following:

- (1) Criminal History Records Check has been completed. _____ Initials
- (2) I do **NOT** have a conviction for a felony offense, or any misdemeanor or gross misdemeanor that prohibits me from lawfully possessing a firearm. _____ Initials
- (3) I do **NOT** have any military convictions or offenses that prohibit me from lawfully possessing a firearm. _____ Initials
- (4) I do **NOT** have any domestic violence conviction or an active Domestic Violence Protection Order that prohibits me from lawfully possessing a firearm. _____ Initials

APPLICANT PRINTED NAME

APPLICANT SIGNATURE & DATE



**HANDGUN QUALIFICATION TEST
FORM CJT 729**
PRIVATE SECURITY GUARDS/PRIVATE
INVESTIGATORS/ BAIL RECOVERY AGENTS

UPDATED 1/2015

*Complete and attach this test to Form CJT 726
and return to:*

**Washington State Criminal Justice
Training Commission Fiscal
Unit, 19010 1st Ave S,
Burien, WA 98148**

INSTRUCTOR AND STUDENT INFORMATION

RANGE/LOCATION	SHOOTERS NAME (PRINT)
INSTRUCTOR NAME (PRINT)	SHOOTERS SIGNATURE
INSTRUCTOR SIGNATURE	INSTRUCTOR PHONE
INSTRUCTOR EMPLOYER	INSTRUCTOR EMAIL

HANDGUN SKILLS AND SAFETY TEST

INSTRUCTIONS FOR SKILLS AND SAFETY TEST

- The individual being tested must demonstrate each skill to qualify
- The instructor will verify each skill is demonstrated correctly and safely
- The following skills require the individual to keep their finger off the trigger and the firearm pointed in a safe direction
- This is a pass/fail test
- Individuals are to use their duty firearm, and the test should be conducted on the range

1. Drawing the handgun

- Release retention devices using only the gun hand
- Draw the handgun, keeping finger off the trigger
- Deactivate any safeties

2. Loading/Unloading a Revolver

- Load the revolver using a speed loader, close cylinder
- Eject rounds from the cylinder
- Visually inspect the firearm to ensure that it is unloaded

Loading/Unloading a Semi-Automatic

- Insert magazine and rack the slide to chamber a round
- Magazine removed, rack slide to eject round from barrel
- Lock slide back to the rear
- Visually and physically inspect the firearm to ensure that it is unloaded

3. Clear Weapon Malfunctions (Semi-Automatics Only, Requires Inert Ammunition)

- Type 1, Failure to Fire – Tap bottom of magazine, rack slide, and assess.
- Type 2, Stovepipe – Tap bottom of magazine, rack slide sweeping round from firearm, and assess.
- Type 3, Double Feed -
 1. Lock slide back to the rear
 2. Eject and retain magazine
 3. Rack slide 3 times
 4. Insert fresh magazine
 5. Rack slide

4. Holstering the Handgun

- Visually scan 360 degrees
- Activate handgun safety devices
- Holster handgun and secure all retention devices

FIREARM USED FOR CERTIFICATION

FIREARM MAKE _____ MODEL _____ CALIBER _____
 AMMUNITION CALIBER (IF DIFFERENT THAN FIREARM CALIBER) _____

HANDGUN QUALIFICATION COURSE

INSTRUCTIONS

- This course must be completed using standard duty ammunition, handgun, and holster.
- The entire course of fire must be completed at all distances; failure to attempt any string will result in course failure.
- Any malfunctions must be cleared and resolved in the time allowed.
- The Basic Law Enforcement Academy target BLEA-1 will be used. 50% reduced targets are acceptable for ranges shorter than 25 yards.
- The target will be scored using the scoring rings as marked on the silhouette. Hits breaking the scoring line will be awarded the higher point value.
- Hits on the silhouette, but outside the scoring rings, and DNFs (Did Not Fire) result in zero points, but are not penalized. A miss off the silhouette, will result in a ten point penalty.
- 294 (70%) of the 420 total possible points must be scored in order to pass and certify.
- The reloads specified in the course must be performed regardless of the type of magazine or capacity of the handgun.
- The holster and ammunition pouches must have all retention devices snapped/closed at the beginning of each firing sequence.
- During Pivot Sequences, individuals start with their side down range. On the command to fire, individuals must turn and face the firing line, then draw while facing down range.
- The weapon malfunction sequence of this test requires semi-auto shooters to insert 6 live rounds and (1) inert round in the magazine. The inert round may not be the first or last round. Semi-auto shooters must clear the malfunction (tap, rack) and fire within the time allowed. Revolver shooters fire this sequence normally.

DISTANCE	DESCRIPTION	SHOTS	TIME	REMARKS
3 Yards	Draw, fire 2 center of available mass.	2	4	
5 Yards	Pivot right, then draw and fire 2.	2	5	
5 Yards	Pivot left, then draw and fire 2.	2	5	
7 Yards	Draw and fire 6 rounds, clear malfunction. (6 rounds for revolvers) (6 rounds and 1 inert round for semi-autos)	6	15	
10 Yards	Draw, fire six, speed load, and fire six.	12	35	
15 Yards	Draw and fire 6 while standing, Kneel, speed load, Fire 6 more while kneeling.	12	35	
25 Yards	From a standing position draw, fire 3 from the left side of the barricade, execute a speed load, fire 3 rounds from the right side of the barricade, and end with a tactical load.	6	60	
TOTAL SCORE				

FINAL RESULTS

SKILLS AND SAFETY TEST	<input type="checkbox"/> PASSED	<input type="checkbox"/> FAILED
RANGE QUALIFICATION	<input type="checkbox"/> PASSED	<input type="checkbox"/> FAILED
STUDENT LAST NAME:	INSTRUCTOR INITIALS:	
TESTING DATE:		



FORM CJT 731 FIREARMS CERTIFICATE WRITTEN TEST

PRIVATE SECURITY GUARDS / PRIVATE
INVESTIGATORS/ BAIL RECOVERY AGENTS
Revised 1/2015

Return this completed form with CJT Form
726 to:
WSCJTC Fiscal Unit
19010 1st Avenue South
Burien, WA 98148

Answer the following questions by marking the correct answer, filling in the blank, or choosing true (T) or false (F). This is a pass/fail test. The individual applying for a firearms certificate must answer all of the questions correctly to pass. The use of the "Study Guide" and notes are permitted for the initial Firearms Certificate only. Closed book tests are administered during annual firearms certificate renewal training and qualification. A copy of this written test must be kept in employee file subject to audit.

APPLICANT NAME:

1. You <u>may or may not</u> perform the duties of an armed private security guard, armed private investigator, or armed bail bond recovery agent while waiting for your armed license to be issued by the Department of Licensing.	<input type="checkbox"/> MAY <input type="checkbox"/> MAY NOT
2. You must be certified with <u>EACH</u> firearm you will use while working. A change in the type of firearm you use requires recertification.	<input type="checkbox"/> TRUE <input type="checkbox"/> FALSE
3. The instructor has absolute authority over the handling of firearms during this firearms certificate training.	<input type="checkbox"/> TRUE <input type="checkbox"/> FALSE
4. For private security, the decision to carry or use a firearm is a choice that is made by <u>you or your employer?</u>	<input type="checkbox"/> YOU <input type="checkbox"/> EMPLOYER
5. Before carrying a firearm, you must thoroughly understand the law on the use of deadly force.	<input type="checkbox"/> TRUE <input type="checkbox"/> FALSE
6. You may use only _____ and _____ force to protect property or lawfully detain a suspected criminal.	A. B.
7. The law usually allows you to use deadly force to prevent a property crime.	<input type="checkbox"/> TRUE <input type="checkbox"/> FALSE
8. The law allows you to use deadly force to defend your life.	<input type="checkbox"/> TRUE <input type="checkbox"/> FALSE
9. The law does not allow you to use deadly force to defend another person's life.	<input type="checkbox"/> TRUE <input type="checkbox"/> FALSE
10. Any use of force by you must be _____ and _____ to overcome resistance to your lawful order.	A. B.
11. A private citizen has a duty or requirement to use deadly force in some situations.	<input type="checkbox"/> TRUE <input type="checkbox"/> FALSE
12. After using force, you are required to talk to the police before you have a chance to get legal advice.	<input type="checkbox"/> TRUE <input type="checkbox"/> FALSE
13. After using force, you should administer _____ to someone you have injured, when it is safe to do so.	A.
14. After using force, you must call for _____ and _____ assistance as soon as possible.	A. B.
15. When the police arrive, you should identify yourself clearly and pose no threat to the police in order to reduce the chance that you will be mistaken for a _____.	A.
16. Your employer may be held criminally responsible for your actions with a firearm.	<input type="checkbox"/> TRUE <input type="checkbox"/> FALSE
17. Pointing a firearm at another person, without a legitimate reason to do so, is a(n) _____.	A.
18. Recklessness by you, which results in the death of another, is _____.	A.

19. Intentional and unlawful killing of another person is _____.	A.
20. Someone whom you injure may sue you for monetary damages if you have used force recklessly or illegally.	<input type="checkbox"/> TRUE <input type="checkbox"/> FALSE
21. The best defense against a civil suit is knowledge of law, good _____, and adequate training with your firearm and use of force.	A.
22. When confronting someone, or giving commands, you should first _____ yourself.	A.
23. You should give a command like, "Stop or I will shoot!" before using _____ if time allows you to do so.	A.
24. You may use deadly force in self-defense if another person has the _____ to greatly harm or kill you, the _____ to greatly harm or kill you, and by their actions indicates intent to put your life in _____.	A. B. C.
25. The four basic firearms safety rules are: (Give complete sentence or phrase.)	A. B. C. D.
26. Typical plywood and sheetrock residential construction will usually not stop a handgun bullet.	<input type="checkbox"/> TRUE <input type="checkbox"/> FALSE
27. A warning shot fired at random into the air <u>is</u> or <u>is not</u> a recommended act?	<input type="checkbox"/> IS <input type="checkbox"/> IS NOT
28. For the purposes of protection from gunfire, cover is defined as anything which will stop a bullet.	<input type="checkbox"/> TRUE <input type="checkbox"/> FALSE
29. Distance between you and your assailant is almost always a disadvantage to you.	<input type="checkbox"/> TRUE <input type="checkbox"/> FALSE
30. Kneeling and prone positions are steadier to shoot from than a standing position.	<input type="checkbox"/> TRUE <input type="checkbox"/> FALSE
31. Shooting for "_____ of _____" when defending yourself is recommended.	A. B.
32. Shooting at a person you have not identified <u>is</u> or <u>is not</u> permissible?	<input type="checkbox"/> IS <input type="checkbox"/> IS NOT
33. When using a flashlight to aid in target identification and shooting, you should turn the light off before you _____.	A.
34. A holster that allows you to place your finger on the trigger while the firearm is in the holster is safe and acceptable.	<input type="checkbox"/> TRUE <input type="checkbox"/> FALSE
TEST RESULTS	<input type="checkbox"/> PASSED <input type="checkbox"/> FAILED
APPLICANT NAME:	APPLICANT SIGNATURE:
INSTRUCTOR NAME:	RANGE/LOCATION:
INSTRUCTOR SIGNATURE:	TEST DATE:
INSTRUCTOR EMAIL:	FIREARMS CERTIFICATE WRITTEN TEST FOR: <input type="checkbox"/> PS <input type="checkbox"/> PI <input type="checkbox"/> BBRA