

**PRIVATE SECURITY FIREARMS
CERTIFICATION**

WA STATE CRIMINAL JUSTICE
TRAINING COMMISSION

Other Contacts

WA DOL Public Protection Unit

360-664-6611

www.dol.wa.gov

WSCJTC Firearms Certification
Process Information Line

206-835-7282

WSCJTC PS Firearms Program
Admin Assistant

Darcy Kirley

dkirley@cjtc.state.wa.us

**PRIVATE SECURITY FIREARMS
CERTIFICATION**

Rachelle Parslow
Private Security Firearms Certification Program
Supervisor
206-835-7346
rparslow@cjtc.state.wa.us
citregistrar@cjtc.state.wa.us



FIREARMS CERTIFICATION PROCESS

Certification Process in Four Steps

Step 1

Visit the WA State Criminal Justice Training Commission website at www.cjtc.state.wa.us for information on firearms certification for one of the following fields:

- Private Security
- Private Investigation
- Bail Bond Recovery Agent



Step 2

Contact a WSCJTC Private Security Certified Firearms Instructor to set up the 8-hour initial certification with them.

Step 3

Attend the initial armed certification training class and qualify on **EVERY** firearm you will use while working.

Security Guards must use firearms owned or leased by their company.

Note:

Only fully commissioned law enforcement have eligibility for a waiver from the certification process. Please contact the WSCJTC for details.

Step 4

Have instructor sign off on all forms. Submit to your agency or send directly to WSCJTC **WITH** the Form 726 Application for Firearms Certification and a payment of \$100.

Make sure the form is signed as required and full Social Security Number is listed. Keep copies in-house for records retention.

RECERTS

Contact a WSCJTC Private Security Certified Firearms Instructor prior to license expiration for recert training and testing. Keep all recertification qualifications in-house and maintain records for up to three years (in case of audit).

PRIVATE SECURITY FIREARMS CERTIFICATION

Rachelle Parslow
Private Security Firearms
Certification Program Supervisor
206-835-7346
rparslow@cjtc.state.wa.us
citregistrar@cjtc.state.wa.us