

STEPS FOR LICENSE APPLICATION:

STEP 1 :

GO TO THIS WEBSITE

<https://bit.ly/ServiceOntarioAccount>

STEP 2:

ServiceOntario

We have made some changes to our website.

Please use the links below to find what you need.

Popular Links

- [Access your ServiceOntario account \(formerly ONe-Source for Business\)](#)
- [Business and economy](#)
- [Not-for-profits](#)
- [ServiceOntario](#)
- [Ontario.ca](#)



Services

- [Environmental permissions](#)
- [Small claims online filing](#)
- [Security guards and private investigators](#)

Forms

Construction

- [Contractor registration application for specialized work](#)
- [Contractor registration application trade activities](#)
- [Registration of constructors and employers engaged in construction](#)
- [Worker registration application for specialized work](#)
- [Worker registration application for trade activities](#)

Environment

- [Record of site condition \(RSC\)](#)
- [Well record request individual well record – form A](#)
- [Well record request computer print out – form B](#)
- [Well record request digital data – form C](#)

STEP 3 : CLICK ON SIGN UP NOW

ServiceOntario

You are logged out | Log in

NOTE: For the ServiceOntario Small Claims Court E-Filing Services you may submit the following plaintiff's documents using this portal: Plaintiff's Claim, Amended Plaintiff's Claim, Affidavit of Service of a Plaintiff's Claim, Affidavit for Jurisdiction, Default Judgment, Notice of Discontinued Plaintiff's Claim, Notice of Motion and Supporting Affidavit for an Assessment in Writing, and Request an Assessment Hearing. Once the defendant files a defence or the plaintiff files any other document directly with the court office, any additional documents must continue to be filed at the court office where the claim was filed **OR** through the Justice Services Online (JSO) [Small Claims Court Submissions Online Portal](#). The requirements to provide paper copies of any documents filed electronically through the Small Claims Court E-Filing Service portal have been removed effective May 24, 2021.

Login

Sign in with your ONe-key ID

New to ONe-key?

A ONe-key account gives you secure access to Ontario Government programs and services. [Learn more](#)

Don't have a ONe-key ID? [Sign up now!](#)

ONe-key ID:

Password:

Sign in

[Can't access your account?](#)

STEP 4 :

CLICK ON ADD A SERVICE

ServiceOntario

You are logged in | Log out

[Account homepage](#)

Account homepage

Note: For your security, you will be automatically logged out of your account after 15 minutes of inactivity.

Account homepage

- Activities
- Profiles
 - Profile 1
- Account settings
- Account help
- ServiceOntario privacy
- Terms and conditions

Recommended

- Add a service**
- Add a profile
- Add a delegate
- Redeem delegate PIN

Enrolled services

Date	Service name
You are not currently enrolled in any services. Add a service.	

Activities

(View most recent , [View all](#))

Date/time ▼	Activity	Status
You have no activities		

View activities by month:

Messages

(View most recent , [View all](#))

Date/time ▼	Subject	From
You have no messages.		

View messages by month:

[Privacy](#) [Accessibility](#) [Contact us](#)

STEP 5 :

LOCATE PRIVATE SECURITY AND INVESTIGATOR SERVICES OPTION AND
CLICK ON START NOW[Account homepage](#) > [Add a service](#)

Add a service

Note: For your security, you will be automatically logged out of your account after 15 minutes of inactivity.**Account homepage**

Activities

Profiles

Profile 1

Account settings

Account help

ServiceOntario privacy

Terms and conditions

Recommended**Add a service**

Add a profile

Add a delegate

Redeem delegate PIN

Add a service**Featured services**

To enrol in a service click on the "Start now" link. If you are already enrolled in the service, you will be redirected to the service automatically.

Action**Business accounts**

View your business information associated with your licences, permits, registrations and certifications for government programs that have adopted the business number. [Learn more](#)

[Start now](#)**Coroner certificate approvers (for authorized coroners only)**

Authorized coroners can view and approve requests from funeral establishments, crematoriums or transfer service operators online. [Learn more](#)

[Start now](#)**Environmental permissions**

Access the platform to obtain environmental permissions such as approvals, licences, permits, and registrations. [Learn more](#)

[Start now](#)**Ontario business registry**

Register your business in Ontario and manage information about it. [Learn more](#)

[Start now](#)**Private security and investigative services**

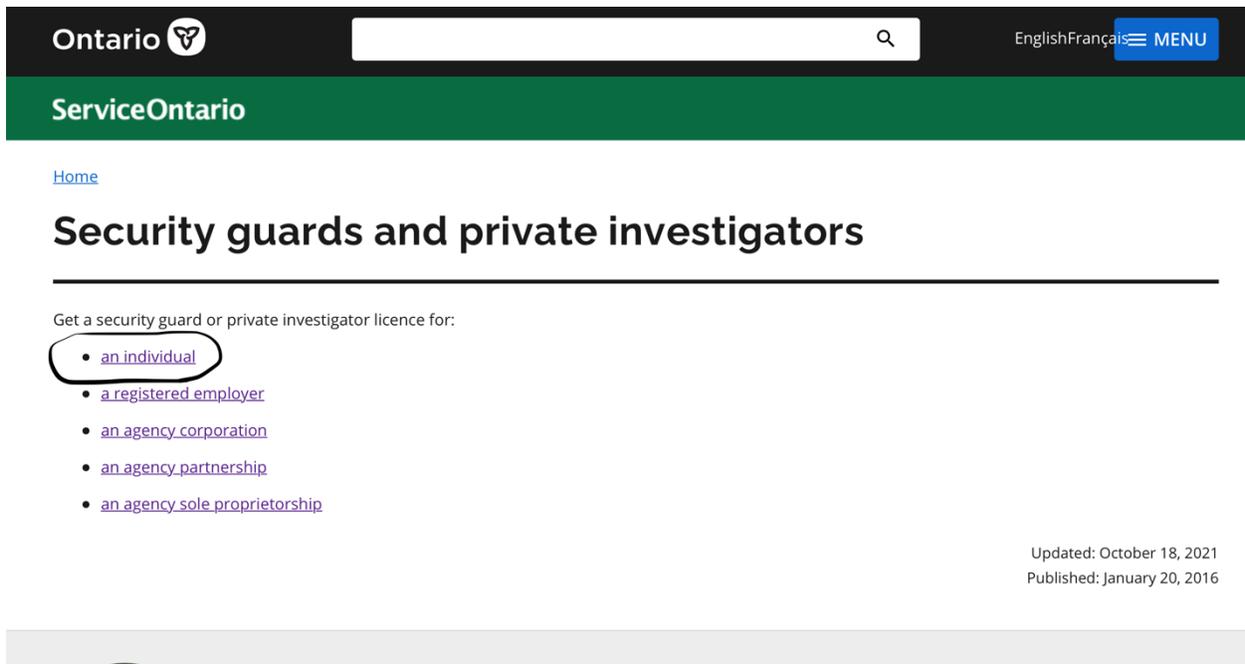
Register, renew, or update your Individual, Agency or Registered Employer Licence. [Learn more](#)

[Start now](#)**Small claims eFiling**

File and manage your small claims. [Learn more](#)

[Start now](#)

STEP 6 : CLICK ON – AN INDIVIDUAL



Ontario   EnglishFrançais  MENU

ServiceOntario

[Home](#)

Security guards and private investigators

Get a security guard or private investigator licence for:

- [an individual](#)
- [a registered employer](#)
- [an agency corporation](#)
- [an agency partnership](#)
- [an agency sole proprietorship](#)

Updated: October 18, 2021
Published: January 20, 2016

STEP 6 : SCROLL DOWN AND CLICK ON APPLY FOR A NEW SECURITY GUARD LICENSE

Security guard or private investigator licence (individuals)

Renew, restore, update (change information) or apply for a new security guard or private investigator licence for an individual.

On this page

1. [Overview](#)
2. [Before you apply](#)
3. [Prepare your documents](#)
4. [Get a licence online](#)
5. [Get a licence by mail](#)
6. [Cost and delivery](#)
7. [Change information on your licence](#)
8. [Change your licence category](#)
9. [Returned applications](#)
10. [Notice of Collection](#)
11. [Contact us](#)

SCROLL
DOWN

SCROLL
DOWN

Overview

To work as a security guard or private investigator in Ontario, you must have a valid licence.

Your security guard or private investigator licence has an expiry date that is linked to your date of birth.

Related

[Search licence status](#)

[Security guard and Private Investigator licences for](#)



Get a security guard licence

- [apply for a new security guard licence](#)
- [renew an existing security guard licence](#)
- [renew your licence and change its category](#)
- [restore an expired security guard licence](#)
- [restore your expired licence and change its category](#)
- [replace a lost, stolen or damaged security guard licence card](#)

Get a private investigator licence

- [apply for a new private investigator licence](#)
- [renew an existing private investigator licence](#)
- [renew your licence and change its category](#)
- [restore an expired private investigator licence](#)
- [restore your expired licence and change its category](#)
- [replace a lost, stolen or damaged private investigator licence card](#)

Get both a security guard and private investigator licence (dual licence)

- [apply for a new dual \(security guard and private investigator\) licence](#)
- [renew an existing dual \(security guard and private investigator\) licence](#)

- a) THEN YOU WILL BE ASKED TO ENTER YOUR PERSONAL INFORMATION JUST FILL THAT OUT AS PER REQUIREMENT
- b) YOU WILL BE REQUIRED TO SUBMIT FOLLOWING DOCUMENTS:
- Passport Size Photograph
 - Study permit or Work permit or PR Card
 - Passport
 - Guarantor Form
- (Click here to download Gurantor form <https://bit.ly/GuarantorFormDownload>)
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