

## APPLICATION FOR AN EXEMPTION FROM PUBLICATION ON THE REGISTER OF LICENCE HOLDERS

Only for holders of an investigation agent licence

(Section 81 of the *Private Security Act*, CQLR, c. S-3.5)

### To file your application

**Online at [bspquebec.ca](http://bspquebec.ca) - My account** (registration required)

This completed form can be securely filed through the service of [My Account](#) in the **File deposit section**.

**By mail or in person** to the following address:

1611 Crémazie Boulevard East, Suite 500, Montréal, Québec H2M 2P2.

## SECTION A – CONSENT REGARDING PERSONAL INFORMATION

### A.1 DECLARATION OF THE BUREAU DE LA SÉCURITÉ PRIVÉE

**Who collects your personal information?** The collection of your personal information by this form is done by or on behalf of the Bureau de la sécurité privée ("BSP").

**For what purposes?** To identify you, to communicate with you, to process the request you make by this form including any transaction included in this request, to ensure the application of the Private Security Act (CQLR, c. S-3.5) ("PSA") and its regulations, and to satisfy all obligations and exercise all rights granted to the BSP by law.

**Is it mandatory?** Your personal information collected by this form is mandatory and failure to provide it may result in the ineligibility or refusal of your application.

**What are your rights?** The *Act respecting access to documents held by public bodies and the protection of personal information* (CQLR, c. A-2.1) ("**Access Act**") grants you the right to access, rectify your personal information and to withdraw your consent regarding your personal information held by the BSP. In addition, please note that the withdrawal of a consent for mandatory information will jeopardize the validity of any licence held by an individual. For more information, visit the Access to information page at [bspquebec.ca](http://bspquebec.ca).

**To whom your personal information is disclosed?** Your personal information may be disclosed to:

- the BSP's employees who need access to such personal information in the performance of their duties;
- any other person or entity authorized to receive such communication with your consent or under the law, including the Access Act and the PSA.

**What means are used to collect personal information?** This form can be submitted online through a secure download account offered by the third party "**tresorit**" whose link is accessible via the BSP website in My Account section. The use of the services of this third party is for the sole purpose of facilitating the collection through technological means. In addition, it is always possible to use the modes of transmission by mail or in person directly at the BSP.

To consult the **Privacy policy** of the BSP, visit the [bspquebec.ca](http://bspquebec.ca).

### A.2 CONSENT OF THE APPLICANT

Surname

First name

I declare that I have read and understood the declaration of the Bureau de la sécurité privée in section A.1 above.

I consent to the BSP collecting, using, disclosing, retaining, protecting, destroying and/or anonymizing my personal information in accordance with this declaration.

In witness whereof I, have signed on:

| Y | Y | Y | Y | M | M | D | D |

\_\_\_\_\_  
Applicant handwritten signature

## SECTION B: AGENT IDENTIFICATION

Surname				First name			
Date of birth Y   Y   Y   Y   M   M   D   D		Your mother's maiden name					
Address (No. and street)							Apt.
City				Province		Postal code 	
Cell phone			Other phone number		Ext.		
E-mail address							
<b>E-mail address</b> <input type="checkbox"/> No <input type="checkbox"/> Yes*, specify the BSP file No.: _____ <small>*As representative, your name and surname must be published on the Register of Licence Holders, despite any exemption from publication on the Register pursuant to Section 81 PSA that would otherwise be granted to you as agent licence holder in the investigation class. Such an exemption can only be granted to an agent and not to an agency.          If the Bureau grants you an exemption from publication upon receipt of this form, your information will continue to appear on the Register for the agency for which you are the representative. If you do not wish to appear on the Register for your agency, you cannot be an agency representative. In such case, your agency must change its representative by filing the appropriate form, available online at <a href="http://www.bspquebec.ca">www.bspquebec.ca</a>.</small>							

## SECTION C: REQUEST FOR EXEMPTION FROM PUBLICATION ON THE REGISTER OF LICENCE HOLDERS

I hereby request of the Bureau de la sécurité privée that my information recorded on the Register of License Holders remains confidential with respect to my agent licence in the investigation class:

Licence No.: INV \_\_\_\_\_

## SECTION D: REASONS FOR THIS REQUEST

☐ You must provide a letter from your employer to confirm the reasons for this request, which are set out below:

## SECTION E: APPLICANT DECLARATION

I hereby authorize the Bureau de la sécurité privée to corroborate with my employer any information related to the reasons I provided in support of my exemption from publication request, and I authorize the Bureau to obtain any additional related information or documents from such employer, as required.

I understand that any decision to exempt publication on the Register of Licence Holders will cease to have effect on the expiry of the licence specified in Section C.

If I am an agency representative, I understand that despite any exemption from publication that would be granted to me, my name and surname will continue to appear on the Register of Licence Holders, in relation to the enterprise for which I act as a representative.

I declare that all the information provided in this form is accurate and complete and that any change modifying that information will **immediately** be communicated to the Bureau de la sécurité privée.

**In witness whereof, I have signed:** \_\_\_\_\_ Date Y | Y | Y | Y | M | M | D | D

Applicant handwritten signature