

Public Safety Division

Division de la sécurité publique

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March 31, 2021

**MEMORANDUM TO:** Private Security and Investigative Services Industry –  
Licensed Agencies

**FROM:** Lisa Kool  
Director/Registrar  
Private Security and Investigative Services Branch  
Ministry of the Solicitor General

**SUBJECT:** Extension to Agency Licence Term

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I am pleased to announce that the Ministry of the Solicitor General is increasing the term length of licences from two to three years for agencies under the [Private Security and Investigative Services Act, 2005](#). This change is part of the Ontario government's efforts to help remove regulatory roadblocks and cut red tape since passing the *Reducing Regulatory Costs for Business Act* in 2018.

Agencies whose licence expires on or after July 1, 2021 will be eligible to obtain a renewed licence valid for a new **three-year term**.

Businesses applying for a new licence on or after July 1, 2021 will be eligible to obtain a licence valid for a **three-year term**.

While the ministry has increased the term length to three years, it has not changed the current fees for new agency licences or renewals. Changing the term length will help reduce paperwork, save time and lower the annualized cost of licencing a business:

- The cost of a security guard or private investigator agency licence will decrease from \$350 to \$233 per year.
- The cost of a dual agency licence will decrease from \$700 to \$467 per year.

Most agency licence applications are processed within 90 days. If your renewal is coming up, [please submit your renewal application](#) at least 90 days before your current licence expires.

All licensed agencies must comply with the [Private Security and Investigative Services Act, 2005](#) and all relevant regulations. This includes the requirement that businesses

maintain a valid agency licence to deliver the mandatory basic security guard and/or private investigator training and to access the Training Registration Venue.

Please visit our [website](#) regularly for updates. If you have additional questions, please contact ServiceOntario at 1-866-767-7454, toll free 416-212-1650, or by email at [PrivateSecurity@ontario.ca](mailto:PrivateSecurity@ontario.ca).

Thank you for your continued support.

Sincerely,

A handwritten signature in blue ink, appearing to read 'LKool', with a long horizontal flourish extending to the right.

Lisa Kool  
Director/Registrar  
Private Security and Investigative Services Branch  
Ministry of the Solicitor General