

CHANGE OF INFORMATION FORM

PS-23



- ___ CHANGE OF NAME, ADDRESS OR PHONE NUMBER
- ___ CHANGE OF EMPLOYER (Company Name)
- ___ REQUEST FOR REPLACEMENT CARD (Lost or Stolen)
- ___ REQUEST FOR UPGRADE (Unarmed to Armed)

DPSST, Private Security/Investigator Program , 4190 Aumsville Hwy SE Salem, OR 97317
Ph. (503) 378-8531 Fax (503) 378-4600

NAME _____	PS ID NO. _____
DOB _____ SSN _____	DATE _____

CHANGE OF ADDRESS AND/OR TELEPHONE	NO FEE REQUIRED	
New Mailing Address _____		
City _____	ZIP _____	Phone _____

CHANGE OF EMPLOYMENT	NO FEE REQUIRED
Old Employer _____ Effective Date _____	
New Employer _____ Effective Date _____	

NAME CHANGE	Enclose \$20.00 fee
<i>No personal checks or cash – send money order, cashier’s check or approved business check.</i>	
Former Legal Name _____	
Current Legal Name _____	
Reason for Name Change: <input type="checkbox"/> Marriage <input type="checkbox"/> Divorce <input type="checkbox"/> Legal Name Change	

REPLACEMENT OF CERTIFICATION LICENSE OR PERMIT	Enclose \$20.00 fee
<i>No personal checks or cash – send money order, cashier’s check or approved business check.</i>	
<input type="checkbox"/> I have lost my certification license or permit.	
<input type="checkbox"/> My card was stolen.	
Category: <input type="checkbox"/> Unarmed Officer <input type="checkbox"/> Unarmed Instructor <input type="checkbox"/> Supervisory Manager <input type="checkbox"/> Alarm Monitor	
<input type="checkbox"/> Provisional PI <input type="checkbox"/> Private Investigator <input type="checkbox"/> Armed Instructor <input type="checkbox"/> Executive Manager <input type="checkbox"/> Armed Officer	

REQUEST FOR UPGRADE FROM UNARMED TO ARMED PERMIT	Enclose \$20.00 fee
<i>No personal checks or cash – send money order, cashier’s check or approved business check.</i>	
<input type="checkbox"/> I am enclosing a PS-1 application, PS-6 training form and fee with this request.	
when an upgrade fee of \$20 is paid your expiration date does not change. If you would prefer to be issued new certification date you may choose to pay \$50 now, and take unarmed training over again.	
**CARRY A COPY OF THIS FORM ON YOUR PERSON WHEN WORKING, UNTIL PERMIT IS RECEIVED.	