IDFPR
Illinois Department of
Financial and Professional Regulation
Division of Professional Regulation

Qualifications for Licensure:

Security Contractor Agency (122)

Effective: 08/2025
Revised:

READ ME FIRST

The Division of Professional Regulation hopes that you will find the below useful in successfully applying for a license in the State of Illinois. Carefully review this information as it will assist you in applying for your license and eliminate any processing delays.

Important:

- An application is active for three years from the date of receipt by the Department.
- Before contacting the Department, please review our FAQs for answers to most questions. http://www.idfpr.illinois.gov/About/FAQ.html
- If your question is not addressed in our FAQ's, please contact the department at 1-800-560-6420.

LICENSE QUALIFICATIONS

- A Security Contractor Agency shall name at least one officer or executive employee who is a licensed Security Contractor under the Act who is responsible for the daily activities of the security agency.

SOLE PROPRIETORSHIP ONLY

- A current individual license.
- Submit original assumed name document filed in the county where d/b/a is registered, if applicable.

PARTNERSHIP ONLY

- All partners must hold a current license in this State with the same profession prefix.

CORPORATION ONLY

Illinois Corporations must provide:

- A copy of the Articles of Incorporation.
- Certificate of Good Standing issued by the Illinois Secretary of State within the previous 60 days.
- Foreign Corporations (Those incorporated outside of Illinois) — A copy of the Articles of Incorporation and a copy of the Application of Authority to conduct business in Illinois, as issued by the Illinois Secretary of State.
- If a d/b/a is used, attach a copy of the assumed name document, as issued by the Illinois Secretary of State.
- At least one officer or executive employee must hold a current certificate of registration in this State. The licensed officer or executive employee shall be responsible for the activities of the agency.
- A listing of the officers and directors of the corporation, including license numbers.

PROFESSIONAL LIMITED LIABILITY COMPANY

- Attach a copy of the Articles of Organization, with a purpose clause specific to the profession.
- A Certificate of Good Standing issued by the Illinois Secretary of State within the previous 60 days.
- A listing of the members of the professional limited liability company and their license numbers, if applicable.
- At least one officer or executive employee must hold a current certificate of registration in this State. The licensed officer or executive employee shall be responsible for the activities of the agency

GOVERNMENT ENTITY ONLY

- Include a statement on business letterhead referencing a government entity is applying where no filing with the Illinois Secretary of State is in place.

REQUIRED SUPPORTING DOCUMENTS

- Ownership documents based on entity type referenced in license qualifications above.

IMPORTANT INFORMATION ONCE LICENSED

- All security contractor agency licenses expire on August 31st of each even-numbered year, regardless of issuance date.
- It is your responsibility to update your contact information including email address with the Department to ensure that you receive all courtesy renewal email reminders and other notifications.
- Maintaining at least one officer or executive employee who is a licensed security contractor under the Act who shall be responsible for the daily activities of the security agency shall be a continuing requirement of licensure.