

Application for Company License, Contents and Fees

An application for a company license shall include:

1. The address of the principal office of the applicant and of each branch of the applicant located within this state.
2. The name per business location under which the applicant intends to do business as a licensee.
3. A statement explaining the extent and scope of the applicant's alarm or locksmith industry business.
4. A photograph taken by the Department of Labor or an entity approved by the Department in accordance with the licensing procedures adopted by the Department. If the applicant is a sole proprietor, the photo shall be of the applicant, or if the applicant is an entity, the photo shall be of each officer and each partner or shareholder who owns an interest in the entity of 25% or greater.
5. Two classifiable sets of fingerprints of the applicant, if the applicant is a sole proprietor, or of each officer and of each partner or shareholder who owns a 25% or greater interest in the applicant, if the applicant is an entity.
6. Such other information, statements or documents as may be required by the Commissioner.

Frequently Asked Questions ALARM AND LOCKSMITH PROGRAM

Q. Am I required to carry my current, appropriate license while performing Alarm and Locksmith Industry work?

A. Yes. Per Oklahoma Administrative Code (OAC)380:75-3-2(e), the licensee "...shall possess the State issued card any time the person is working in such capacity. The individual license shall be presented to any authorized representative of the Department of Labor or other authorities having jurisdiction..."

Q. Do I have to display my license number on my company vehicle?

A. Yes. Per OAC 380:75-3-2(d), "...The license number shall be placed on every side of the vehicle which displays the company name. Display shall be in letters and numerals of two (2) inches or more in height. The required license number and company name shall be displayed in either a temporary or permanent manner on at least one company vehicle at any job site unless exempted by a specific written request of the customer."

Q. What are the categories of licensure in the Alarm and Locksmith Industry?

A. Per OAC 380:75-3-1, "The categories of licensing in the alarm and locksmith industry shall be: (1) Burglar Alarm; (2) Residential Fire Alarm; (3) Commercial Fire Alarm; (4) Alarm Monitoring; (5) Fire Sprinkler; (6) Locksmith; (7) Electronic Access Control; (8) Closed Circuit Television; (9) Nurse Call."



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More answers to frequently asked questions may be found on our website at
[http://www.ok.gov/odol/Workforce Protection/Alarm & Locksmith /FAQ.html](http://www.ok.gov/odol/WorkforceProtection/Alarm%20Locksmith/FAQ.html)

Oklahoma Department of Labor

Alarm and Locksmith Industry Act
Informational Brochure



Mark Costello
Commissioner of Labor

This publication is issued by the Oklahoma Department of Labor as authorized by Labor Commissioner Mark Costello.

For additional details on this program please see
Administrative Rules
59 O.S. § 1800.1 et seq.
OAC 380:75