

# BOARD OF PRIVATE DETECTIVES & GUARDS

Access this form via website at: [cca.hawaii.gov/pvl](http://cca.hawaii.gov/pvl)

## ATTESTATION OF LICENSEES INTENDING OR NOT TO HIRE EMPLOYEES

Please check one:

\_\_\_\_\_ **intends to hire employees** at this time and will comply  
(Print name of firm/agency/sole proprietor)  
with the reporting requirements of Hawaii Administrative Rules ("HAR") §16-97-15 by submitting semi-annually the "Employee Registration Form" PDG-16 (for Private Detective Agency/Firm/Sole) or PDG-16(a) (for Guard Agency/Firm/Sole). I/We also understand that upon termination of all its employees except the responsible principal detective or guard, I/We will advise the Board and claim the exclusion from the reporting requirements of HAR §16-97-15 by completing and submitting form PDG-18.

\_\_\_\_\_ **does not intend to hire employees** at this time and is  
(Print name of firm/agency/sole proprietor)  
exempt from the reporting requirements of Chapter 16-97-15, Hawaii Administrative Rules. I/We also understand that upon employing any person, I/We must advise the Board by completing and submitting form PDG-18 and henceforth comply with HAR §16-97-15 **and** submit the "Employee Registration Form" PDG-16 (for Private Detective Agency/Firm/Sole) or PDG-16(a) (for Guard Agency/Firm/Sole).

\_\_\_\_\_  
Print name of responsible principal/sole proprietor

\_\_\_\_\_  
Signature of responsible principal/sole proprietor

License No.: \_\_\_\_\_

Date: \_\_\_\_\_

NOTE: Additional forms are available on our website at: [cca.hawaii.gov/pvl](http://cca.hawaii.gov/pvl).

This material can be made available for individuals with special needs. Please call the Licensing Branch Manager at (808) 586-3000 to submit your request.