

Good Afternoon, Rep. Heilman:

Attached is the 2025 budget of the Board. The budget used the current fee structure and did not include a part-time administrative assistant.

Attached is the changes to the administrative rules regarding the fees over the years. I pulled this information from the legislature website and placed it into one PDF and placed the dates at the beginning of each change for ease of review. The PDF starts with the oldest and ends with the most recent.

Cordially,

John

**John J. Shorey III**

Executive Director

State of North Dakota Private Investigation and Security Board

513 East Bismarck Expressway, Suite 5

Bismarck, ND 58504

701-222-3063 Phone/Fax

[www.pisb.nd.gov](http://www.pisb.nd.gov)

# North Dakota Private Investigation & Security Board

## Profit & Loss Budget Overview

January through December 2025

	Jan - Dec 25
<b>Income</b>	
Late Fees	1,000.00
Criminal Search	
BCI Search	6,500.00
FBI Search	11,000.00
Total Criminal Search	17,500.00
Investigative Fees	
PI License Fees	9,000.00
PI Agency License Fees	13,500.00
Application-Reg. Investigator	2,000.00
Application-Detective Agency	500.00
Application-Private Invst.	600.00
Total Investigative Fees	25,600.00
Security Fees	
Security Agency License Fee	14,000.00
Security Provider License Fee	5,500.00
Duplicate Certificates	40.00
Application-Security Agency	1,500.00
Application-Security Officer	26,000.00
Application-Armed Security	5,500.00
Security Fees - Other	0.00
Total Security Fees	52,540.00
Study Guides	500.00
Interest Income	13.00
Other Income	250.00
Total Income	97,403.00
<b>Gross Profit</b>	97,403.00
<b>Expense</b>	
Computer Software	2,400.00
Payroll Expenses	70,000.00
Office Equipment	75.00
Bank Service Charges	150.00
Insurance	
Work Comp	900.00
Total Insurance	900.00
Office Supplies	1,500.00
Postage and Delivery	500.00
Professional Fees	
Accounting Services	1,000.00
BCI Searches	17,500.00
Records Management	750.00
Legal Fees	5,350.00
Total Professional Fees	24,600.00
Rent	3,300.00
Telephone	1,039.49
Other Expenses	156.00
Total Expense	104,620.49
<b>Net Income</b>	<b>-7,217.49</b>

Effective May 1, 2000

93-02-03-06. Fees - Amount - Late fees. The board charges the following fees:

1. An individual shall pay a fee of one hundred dollars to take the examination to become licensed to provide investigative or private security services.
2. An individual shall pay a fee of one hundred fifty dollars to receive an initial license or renew the individual's license to provide private investigative or private security services.

3. An individual or entity shall pay a fee of one hundred dollars to apply for a license to operate a private security or detective agency.
4. An individual or entity shall pay a fee of three hundred dollars to receive an initial license or renew a license to operate a private security or detective agency.
5. An individual shall pay a fee of twenty-five dollars to receive a private security training certificate.
6. An individual shall pay an annual fee of twenty-five dollars to receive an armed private security certificate. Armed private security certificates expire on September thirtieth of each year.
7. An individual or entity shall pay a fee of twenty dollars to obtain a duplicate license.
8. An individual shall pay a fee of twenty dollars to obtain an initial registration to provide private investigative or private security services. There is no charge for renewing an individual's registration to provide private investigative or private security services, but a late fee of ten dollars must be paid for each month the renewal is late.

**History:** Effective May 1, 2000.  
**General Authority:** NDCC 43-30-04  
**Law Implemented:** NDCC 43-30-16

# Amended Effective May 1, 2005

**93-02-03-06. Fees - Amount - Late fees.** ~~The~~ In addition to statutory fees,  
the board charges the following fees:

1. An individual shall pay a fee of one hundred dollars to take the examination to become licensed to provide investigative or private security services.
2. An individual shall pay a fee of one hundred ~~fifty~~ thirty dollars to receive an initial license or renew the individual's license to provide private investigative or private security services.
3. An individual or entity shall pay a fee of one hundred dollars to apply for a license to operate a private security or detective agency.

4. An individual or entity shall pay a fee of ~~three~~ two hundred ~~fifty~~ dollars to receive an initial license or renew a license to operate a private security or detective agency.
5. An individual shall pay a fee of ~~twenty-five~~ twenty dollars to receive a private security training certificate.
6. An individual shall pay an annual fee of ~~twenty-five~~ twenty dollars to receive an armed private security certificate. Armed private security certificates expire on September thirtieth of each year.
7. An individual or entity shall pay a fee of ~~twenty~~ ten dollars to obtain a duplicate license.
8. An individual shall pay a fee of ~~twenty~~ eighteen dollars to obtain an initial registration to provide private investigative or private security services. There is no charge for renewing an individual's registration to provide private investigative or private security services, but a late fee of ten dollars must be paid for each month the renewal is late.

**History:** Effective May 1, 2000; amended effective May 1, 2005.

**General Authority:** NDCC 43-30-04

**Law Implemented:** NDCC 43-30-16

# Amended Effective July 1, 2010

**93-02-03-06. Fees - Amount - Late fees.** In addition to statutory fees, the board charges the following fees:

1. An individual ~~shall~~ must pay a fee of one hundred dollars to take the examination to become licensed to provide investigative or private security services.
2. An individual ~~shall~~ must pay a fee of one hundred thirty dollars to receive an initial license or renew the individual's license to provide private investigative or private security services. In addition, a late fee of fifty dollars must be paid for each month the renewal is late.
3. An individual or entity ~~shall~~ must pay a fee of one hundred dollars to apply for a license to operate a private security or detective agency.

4. An individual or entity ~~shall~~ must pay a fee of two hundred fifty dollars to receive an initial license or renew a license to operate a private security or detective agency.
5. An individual ~~shall~~ must pay a fee of twenty dollars to receive a private security training certificate.
6. An individual ~~shall~~ must pay an annual fee of twenty dollars to receive an armed private security certificate. Armed private security certificates expire on September thirtieth of each year.
7. An individual or entity ~~shall~~ must pay a fee of ten dollars to obtain a duplicate license.
8. An individual ~~shall~~ must pay a fee of ~~eighteen~~ twenty-five dollars to obtain an initial registration to provide private investigative or private security services. ~~There is no charge~~ An individual must pay twenty-five dollars for renewing ~~an individual's~~ registration to provide private investigative or private security services, ~~but a~~. A late fee of ten dollars must also be paid for each month the renewal is late.

**History:** Effective May 1, 2000; amended effective May 1, 2005; July 1, 2010.

**General Authority:** NDCC 43-30-04

**Law Implemented:** NDCC 43-30-16

## **Amended Effective October 1, 2013**

## CHAPTER 93-02-03

**93-02-03-06. Fees - Amount - Late fees.** In addition to statutory fees, the board charges the following fees:

1. An individual must pay a fee of one hundred dollars to take the examination to become licensed to provide investigative or private security services.
2. An individual must pay a fee of one hundred thirty dollars to receive an initial license or renew the individual's license to provide private investigative or private security services. In addition, a late fee of fifty dollars must be paid for each month the renewal is late, up to a maximum cumulative late fee of one hundred dollars for a late renewal.
3. An individual or entity must pay a fee of one hundred dollars to apply for a license to operate a private security or detective agency.
4. An individual or entity must pay a fee of two hundred fifty dollars to receive an initial license or renew a license to operate a private security or detective agency.
5. An individual must pay a fee of twenty dollars to receive a private security training certificate.
6. An individual must pay an annual fee of ~~twenty~~ twenty-five dollars to receive an armed private security certificate. Armed private security certificates expire on September thirtieth of each year.
7. An individual or entity must pay a fee of ten dollars to obtain a duplicate license.
8. An individual must pay a fee of twenty-five dollars to obtain an initial registration to provide private investigative or private security services. An individual must pay twenty-five dollars for renewing registration to provide private investigative or private security services. A late fee of ten dollars must also be paid for each month the renewal is late.

**History:** Effective May 1, 2000; amended effective May 1, 2005; July 1, 2010; October 1, 2013.

**General Authority:** NDCC 43-30-04

**Law Implemented:** NDCC 43-30-16

# Amended Effective July 1, 2018

## **93-02-03-06. Fees - Amount - Late fees.**

In addition to statutory fees, the board charges the following fees:

1. An individual must pay a fee of one hundred dollars to take the examination to become licensed to provide investigative or private security services.
2. An individual must pay a fee of one hundred thirty dollars to receive an initial license or renew the individual's license to provide private investigative or private security services. In addition, a late fee of fifty dollars must be paid for each month the renewal is late, up to a maximum cumulative late fee of one hundred dollars for a late renewal. After this two-month timeframe, a new application, including criminal searches, fees, and testing, is required.
3. An individual or entity must pay a fee of one hundred dollars to apply for a license to operate a private security or detective agency.
4. An individual or entity must pay a fee of two hundred fifty dollars to receive an initial license or renew a license to operate a private security or detective agency.
5. An individual must pay a fee of twenty dollars to receive a private security training certificate. There is no expiration date for these certifications.
6. An individual must pay an annual fee of twenty-five dollars to receive an armed private security certificate. Armed private security certificates expire on September thirtieth of each year.
7. An individual or entity must pay a fee of ten dollars to obtain a duplicate license or registration.

8. An individual must pay a fee of twenty-five dollars to obtain an initial registration to provide private investigative or private security services. The registration shall be submitted by the licensed agency. An individual must pay twenty-five dollars for renewing registration to provide private investigative or private security services. A late fee of ten dollars must also be paid for each month the renewal is late.

**History:** Effective May 1, 2000; amended effective May 1, 2005; July 1, 2010; October 1, 2013; July 1, 2018.

**General Authority:** NDCC 43-30-04

**Law Implemented:** NDCC 43-30-16

# Amended Effective October 1, 2022

## CHAPTER 93-02-03

### 93-02-03-06. Fees - Amount - Late fees.

In addition to statutory fees, the board charges the following fees:

1. An individual must pay a fee of one hundred dollars to take the examination to become licensed to provide investigative or private security services.
2. An individual must pay a fee of one hundred ~~thirty~~fifty dollars to receive an initial license or renew the individual's license to provide private investigative or private security services. In addition, a late fee of fifty dollars must be paid for each month the renewal is late, up to a maximum cumulative late fee of one hundred dollars for a late renewal. After this two-month time frame, a new application, including criminal history background checks, fees, and testing, is required.
3. An individual or entity must pay a fee of one hundred dollars to apply for a license to operate a private security or detective agency.
4. An individual or entity must pay a fee of ~~two~~three hundred ~~fifty~~ dollars to receive an initial license or renew a license to operate a private security or detective agency. A late fee of one hundred dollars also must be paid for each month the renewal fee is late.
5. An individual must pay a fee of ~~twenty~~twenty-five dollars to receive a private security training certificate. There is no expiration date for these certifications.
6. An individual must pay an annual fee of ~~twenty-five~~thirty dollars to receive an armed ~~private security~~ certificate. Armed ~~private security~~ certificates expire on September thirtieth of each year. A late fee of ten dollars also must be paid for each month the renewal fee is late.
7. An individual or entity must pay a fee of ~~ten~~twenty dollars to obtain a duplicate license or registration.
8. An individual must pay a fee of ~~twenty-five~~thirty dollars to obtain an initial registration to provide private investigative or private security services. The registration shall be submitted by the licensed agency. An individual must pay ~~twenty-five~~thirty dollars for renewing registration to provide private investigative or private security services. A late fee of ten dollars ~~must~~ also must be paid for each month the renewal is late.
9. An individual must pay a fee of four hundred dollars to obtain a training certification as a certified course instructor of the armed first responder program. An individual must pay three hundred dollars for renewal of a course instructor certification for the armed first responder program.

**History:** Effective May 1, 2000; amended effective May 1, 2005; July 1, 2010; October 1, 2013; July 1, 2018; October 1, 2022.

**General Authority:** NDCC 43-30-04

**Law Implemented:** NDCC 43-30-16