

Burglar/Fire Alarm Licensing Information

An entity desiring to carry on or engage in an alarm system business shall submit an application to the Department of Labor, Licensing and Regulation (LLR). The owner, partners, or president, as appropriate, must sign the application. The primary qualifying party must also sign the application.

Testing Requirements:

For Burglar or Fire Alarm License

- NTS Level I Course and Exam Certification (burglar/fire alarm)
- Alarm Code of Laws Exam (PSI)
- Burglar or Fire Alarm Exam - Technical (PSI)
Can use the NTS Level I book for this open book exam
- NICET Level II or NTS Level I Certification (fire alarm)

Initial & Renewal license fees:

- \$200 for an alarm system business license
- \$50 for each branch office
- \$10 for additional qualifying party license certificate.

Applying for a Burglar/Fire Alarm License:

- Contact SC Alarm Association to schedule the NTS Level 1 Course and exam. Visit www.sc-esa.org or 877-252-0580.
- Contact Psychological Services, Inc. (PSI) at (800) 733-9267 or go to www.psiexams.com and obtain a South Carolina Burglar or Fire Alarm Application Package—Candidate Information Bulletin. Complete and submit the registration form for your Technical and Code of Law exams to PSI (see the Candidate Information Bulletin).
- You will receive confirmation from PSI. At this time you can schedule an appointment at the testing site of your choice.
- After you have passed the NTS, Technical and Code of Law exams, submit your completed application (Document #130) for license to the SC Contractors' Licensing Board and include all of the following (www.llr.state.sc.us/pol/contractors):
 - Fee
 - Certificate of Liability Insurance*
 - Technical and Code of Law Score Sheets
 - Verification of NTS Level I certification (Burglar) or Verification of Nicet Level II or NTS Level 1 (Fire)
 - Criminal background check on the entity's principal officers and all qualifying parties
 - Proof that the applicant's primary qualifying party is a full-time employee in a management position
 - A list of all qualifying parties, registered employees, and branch offices in order to be licensed by the department

**The name on the certificate of liability insurance must read the same as the licensee and have the same address. The insurers affording coverage must be licensed to write insurance policies in South Carolina. The S.C. Contractors' Licensing Board must be listed as the certificate holder.*