

The full fee must accompany the Licence Application.

Payment MUST be made by cheque or money order, payable to the NSW Police Force, or by credit card (Visa, MasterCard only). **DO NOT SEND CASH.** If more than one licence application is submitted, a separate cheque, money order or credit card authorisation must be provided for each application.

(NOTE: The licence fees listed below include a non-refundable administration cost of \$80.00.)

OPERATOR LICENCE

1 Year Term Licence

Any combination of a:	Process Serving Debt Collection Repossession of Goods Surveillance of Persons Investigation of Persons	} Licence	\$130.00
NOTE: OPERATOR LICENCE FEE DOES NOT APPLY TO AN INDIVIDUAL OR CORPORATION (OWNER/OPERATOR) MASTER LICENCE			

5 Year Term Licence

Any combination of a:	Process Serving Debt Collection Repossession of Goods Surveillance of Persons Investigation of Persons	} Licence	\$480.00
NOTE: OPERATOR LICENCE FEE DOES NOT APPLY TO AN INDIVIDUAL OR CORPORATION (OWNER/OPERATOR) MASTER LICENCE			

Amendment (additional class) of Operator Licence	\$80.00
Replacement of Operator Licence (including change of name)	\$65.00
Change of Licensee's Address and/or other contact details	No Charge

MASTER LICENCE

5 Year Term Licence

Master Licences fees are based on the number of CAPI operatives who will be employed by a Master Licensee.

Nil employees self employed individual or Corporation (Owner/Operator)	\$480.00
1–10 Employed CAPI Licensees	\$910.00
11 or more Employed CAPI Licensees	\$1940.00
Amendment (additional class) of Master Licence	\$80.00
Replacement of Master Licence (including change of name and/or address)	\$65.00
Upgrade (increase in licensed employee numbers)	
Individual or corporation (with nil employees) – upgrade to 1–10 employees	\$430.00
Individual or corporation (with nil employees) – upgrade to 11 or more employees	\$1460.00
1–10 employees – upgrade to 11 or more employees	\$1030.00

COMBINATION OPERATOR/MASTER LICENCE

There is no additional charge for an Operator Licence when combined with either an Individual or Corporation (Owner/Operator) Master Licence application.

Receipt details are issued with the 'Acknowledgement Advice' sent to you once your application has been accepted by the CAPI Unit. Once a licence has been issued, no provision exists under the Commercial Agents & Private Inquiry Agents Act or Regulation for the refund of any fees paid.

Commercial Agents & Private Inquiry Agents Unit • Phone 1300 362 001