



BUREAU OF SECURITY AND INVESTIGATIVE SERVICES

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ATTENTION NEW APPLICANTS AND RENEWING LICENSEES October 14, 2015

The Bureau is scheduled to transition to the Department of Consumer's Affairs BreZE licensing and enforcement system in January 2016. The transition to the new system will require a temporary shutdown of all Bureau licensing and complaint intake processes for several business days, and could result in delays in processing initial license applications, license renewals, and updating license information such as name and address changes.

The Bureau is taking steps to alleviate the workload processing impact of the transition. The following information is provided to help support this effort.

AVOID UNNECESSARY DELAYS IN YOUR LICENSE ISSUANCE OR RENEWAL

- **License Renewals:** Individuals holding a BSIS license with December 2015 or January 2016 expiration dates who wish to renew their licenses are strongly encouraged to renew as early as possible, preferably **before the end of November.**
- **New Licenses:** Individuals seeking a new license from BSIS are strongly encouraged to apply **before November 23, 2015 or after January 2016** to help avoid delays in license issuance.

The BreZE system will, among other things, allow individuals to apply for BSIS licenses online, BSIS licensees to renew their licenses online, and allow payment of various fees online with a credit card in a secure environment.

Please check the Bureau's public website in the weeks to come for additional information and updates regarding our transition to BreZE.

Below are links to the Bureau's website on tips to assist you in getting your license issued or renewed as soon as possible:

TIPS to get your application processed as soon as possible:

http://www.bsis.ca.gov/forms_pubs/application_tips.shtml

TIPS to get your license renewed timely:

http://www.bsis.ca.gov/forms_pubs/renewal_tips.shtml