

**UNIVERSITY OF ALABAMA  
EVENT SECURITY REGISTRATION FORM**

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All Contract Security Companies, as defined by ALA. CODE § 34-27C-1, that wish to provide any services on property the University of Alabama owns or operates must be licensed with the Alabama Security Regulatory Board (ASRB) and must, prior to performing any such services, complete this Registration Form and provide the University of Alabama with satisfactory evidence of full compliance with ALA. CODE §§ 34-27C-1 through 34-27C-18. Only properly licensed Contract Security Companies will be allowed to provide services on property the University of Alabama owns or operates. Further, only ASRB-certified Security Officers may be assigned to provide services on University of Alabama property.

Security Company: \_\_\_\_\_

Individual     Sole Proprietor     Corporation     LLC     Partnership

Other (please explain) \_\_\_\_\_ Tax ID# \_\_\_\_\_

Company Contact(s) & Position(s): \_\_\_\_\_

Street Number & Name/P.O. Box \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Numbers - Office \_\_\_\_\_ Cell: \_\_\_\_\_ Alt. Cell: \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail address: \_\_\_\_\_ Website: \_\_\_\_\_

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- 1) Describe your security company (e.g. ownership, history, background of key personnel/owners, number of employees, notable events/customers, college/university event experience, maximum event size, etc):

- 2) Describe your hiring and personnel practices (e.g. minimum age, criminal background checks, reference checks, optimal background/work history, etc):

- 3) Describe your training and orientation program for new and existing personnel:

- 4) Please explain investigative and/or reporting measures following any situation where the use of force was necessary or the event was disrupted by an act of violence, threat of violence, suspicious behavior, etc.:

- 5) Please state whether you or your personnel have been a defendant in any lawsuits related to this business or any form of security or event services in the last 5 years (suits filed or pending during that time). Please provide information related to the suit, including the nature of the claim, names of parties, court, date when filed, and the resolution.

- 6) Please state whether you or your personnel have paid any claims in the last 5 years, via insurance or otherwise, related to injuries or damages alleged to have been suffered as a result of your services. Provide information related to the claim, including the nature of the claim, name of the claimant(s), date of claim, and resolution.

- 7) Please provide a copy of your business license(s), your ASRB license, ASRB Certifications for each Security Officer who may provide services on University of Alabama property, and a certificate of insurance.

- 8) By signing below, you affirm that all information on this application is true and correct. You further agree to provide the University of Alabama Risk Management with notice of any changes to the foregoing information within fifteen (15) calendar days of the change occurring.

- 9) You understand that this is only a Registration Form that creates the potential opportunity for you to provide services on University of Alabama property and it does not constitute or create any sort of relationship between the University of Alabama and you or your employees. The University of Alabama reserves the right to prevent any business from operating on its property.

- 10) By signing below, you acknowledge that you have read and understand the University of Alabama's Event Security Guidelines and will ensure that all of the Security Company's Security Officers will read and understand the Event Security Guidelines before providing services on University of Alabama property.

Security Company (Legal Entity Name & d/b/a) : \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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

**Please the completed and signed form to Risk Management**

**P.O Box 870119, Tuscaloosa, AL 35487-0119**