

Illinois Security Company Startup Checklist

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1. Decide & plan

- Decide which services you will offer (guards, patrol, events, etc.)
- Decide armed vs. unarmed
- Sketch a simple business plan and startup budget

2. Licensee-in-charge & licensing

- Confirm you (or your licensee-in-charge) meet the 3-year experience requirement
- Complete livescan fingerprinting (IDFPR background check)
- Study for and pass the IDFPR Private Security Contractor exam

3. Set up the business

- Choose and clear a company name (and grab the domain)
- Form your entity (corporation or LLC) with the IL Secretary of State
- Get a federal EIN and open a business bank account
- Obtain any local city/county business license

4. Insurance & finances

- Buy general liability insurance (\$1,000,000 minimum)
- Set up workers compensation (and commercial auto if you run patrol)
- Set up payroll and overtime tracking

5. Get licensed & staffed

- Submit the agency application via IDFPR Online Services and pay the fees (\$500 + \$1,000)
- Recruit your first guards
- Ensure each guard completes the 20 hours of required training
- Confirm every guard holds a valid PERC before their first shift

6. Run & grow

- Set defensible bill rates and a proposal template
- Pitch your first local clients and sign your first contract
- Set up scheduling, GPS clock-in, checkpoints, and reporting software

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