

(ii) A COMPLETE SET OF THE APPLICANT'S LEGIBLE FINGERPRINTS TAKEN ON FEDERAL FINGERPRINT CARDS;

(III) the statements required under § 19-309 of this subtitle AND ANY OTHER DOCUMENTATION THAT MAY BE REQUIRED BY THE SECRETARY TO RENEW THE AGENCY LICENSE UNDER THIS SUBTITLE; AND

(IV) TWO PHOTOGRAPHS OF THE APPLICANT IN A FORMAT APPROVED BY THE SECRETARY.

(e) The Secretary shall renew the license of each licensee who meets the requirements of this section.

19-309.

(a) As a condition for license renewal, a licensee shall submit to the Secretary with the renewal application:

(1) a certification or, as authorized by the Secretary, other documentation that the licensed security guard agency has paid, for the past [2] 3 years, all withholding and Social Security taxes;

(2) a certification or, as authorized by the Secretary, other documentation that the licensed security guard agency has paid, for the past [2] 3 years, all other obligations payable for the employees of the licensed security guard agency to the State or the federal government;

(3) a certificate from an insurance carrier or, as authorized by the Secretary, other documentation showing that the licensed security guard agency has in effect ~~PROFESSIONAL LIABILITY~~ COMMERCIAL GENERAL AND workers' compensation insurance for its covered employees, as defined in § 9-101 of the Labor and Employment Article; and

(4) a [receipt] CERTIFICATE from the Comptroller's Office or, as authorized by the Secretary, other documentation showing that the State income tax of the licensed security guard agency has been paid for the past [2] 3 years.

(b) If the Secretary does not receive the documents required under subsection (a) of this section at least 15 days before the license expiration date, the Secretary shall charge the licensee a late fee of \$10 per day until the documents are received.

(c) The Secretary may inspect any of the business records of a licensee that relate to any matter that is subject to certification or documentation under this section.

19-310.

(a) Each licensee shall maintain an office in the State.

(b) Each licensee shall keep in an office in the State all files or other records that:

(1) are made in the State; and