VIRGINIA LOCKSMITH / 01

SEPARATE BUSINESS AND INDIVIDUAL RECORDS

Use neutral labels. DCJS observations and a provider's explanation are separate sources.

A helpful preparation resource from PickYourPro.ai. Fill in digitally or print. Keep your completed copy private.

Business B1 / proposal version / private identity-reference label

Business search / DCJS page or result reference / date / match question

Technician T1 / expected role / business confirmation reference

Individual search / DCJS page or result reference / date / match question

Current tool coverage notes read / unresolved coverage question

Business explanation / date / written clarification reference, not a credential conclusion

Preparation only. Not legal advice, credential approval, permission to enter or lock-operation instructions. No provider is endorsed. Keep addresses, keys, codes and identity documents out.

VIRGINIA LOCKSMITH / 02

KEEP A NEW TRAIL WHEN THE PERSON CHANGES

Do not carry the earlier person's record reference over to a replacement technician.

Appointment label / expected T1 / current business confirmation reference

Change reported / replacement T2 / notification date / contact role

T2 individual search / dated result reference or unresolved matching question

Business B1-to-T2 relationship / provider explanation reference

New or changed scope question / proposal version / responsible contact role

Unresolved record or coverage question / official source to consult / follow-up reference

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VIRGINIA LOCKSMITH / 03

CHECK THE APPOINTMENT QUESTION TRAIL

Tick only what is clarified. This is not permission to enter or approval to hire.

- [ ] Business and technician labels are separate
- [ ] Business and individual searches have distinct references
- [ ] Lookup references include the check date
- [ ] Current official coverage notes were read
- [ ] Uncertain matches are left as questions
- [ ] A replacement technician has a new question trail
- [ ] Provider explanations are not treated as official findings
- [ ] Addresses, keys, codes and identity documents are excluded

Current business and technician labels / latest appointment-reference version

Official observation versus business reply / difference still to clarify

Open question / clarification owner / written reply still needed

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VIRGINIA LOCKSMITH / 04

QUESTIONS FOR THE LOCKSMITH BUSINESS

Discuss roles and changes without recording private access or security details.

Roles: which business provides the service, and who is expected to attend?

References: how do business and individual records relate to the proposal?

Uncertainty: who can clarify a record match or the tool's coverage?

Replacement: how will you notify me and identify a newly assigned technician?

Contact: who answers changed-person or changed-work questions?

Writing: how are current scope, exclusions and unresolved questions recorded?

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VIRGINIA LOCKSMITH / 05

COMPARE ROLE CLARITY AND CHANGE HANDLING

Use Provider A and B. Compare explanations and written scope, not a self-created credential score.

Provider A / B / proposal versions / business and technician labels

Separate record references, coverage questions and clarifications - A / B

Appointment contact, replacement notification and new-person questions - A / B

Written scope, exclusions, change handling, terms and unresolved points - A / B

READY TO HEAR FROM PROS?

Create an account on PickYourPro.ai if you choose, then start a Locksmith request. Share a non-sensitive description of the work and clarification needs so participating pros can compete with proposals. Compare scope, communication, change handling and written terms. Keep locations, access details and private records out of the public brief.

One request. Every pro's best offer.

Start a request

Participation varies. A private appointment, role and work-scope discussion may be needed before a final proposal.

Planning guide: https://www.pickyourpro.ai/services/locksmith

Virginia DCJS: Licensure and Regulatory Services (official reference)

Virginia DCJS: External Verification Tool (official reference)

Virginia DCJS: Locksmith (official reference)

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