

 <p>"To Protect and Serve"</p>	<p align="center">WESTPORT POLICE DEPARTMENT 50 Jesup Road Westport, CT 06880 203-341-6000</p>	<p align="center">FORM # PD-43 REV 03-19</p>
	<p>Form Title</p> <p align="center">Pistol Permit Application C.G.S. 29-11</p>	

When applying for a State of Connecticut Pistol Permit in the Town of Westport, the following is required:

1. You must be at least 21 years of age and a Town of Westport Resident.
(Proof is required)
2. Completed and notarized State of Connecticut Pistol Permit / Eligibility Certificate Application DPS-799-C (current form Rev: **12/18/2018** will only be accepted).
3. Two Bank Certified checks or Postal Money Orders: **(New fee increase as of 01/01/2019)**
Town of Westport in the amount of \$70.00
Town of Westport in the amount of \$88.25

****All checks MUST be a bank certified check or a Postal Money Order****

4. Two forms of identification: A **PHOTO COPY** of your Birth Certificate OR your valid US Passport AND a valid Operator's License OR Government ID. (Legal resident, Alien Registration Card, VISA, I-94)
5. Your original certificate from an approved a firearms safety course.
DESPP Approved Pistol Safety Course (NRA Basic Pistol or Approved)
6. Once you have your two forms of payment, required documentation and you have completed your notarized application please call to make an appointment with:

Detective Philip Restieri at 203-341-6025 or email prestieri@westportct.gov.

***** At the time of appointment there will be a \$10.00 Fingerprint Fee that can be paid cash or personal check at the "Records" window. *****

7. Appointments are scheduled Monday through Friday between 9:30AM to 4:30PM
******No Weekend or Holiday Appointments******

At the time of your appointment you will submit your application, required paperwork, two payments and will be fingerprinted on the Automated Fingerprint Identification System (AFIS).

*****Please do not call for updates on your permit. The State and the FBI do not give this Department updates on your pistol permit. Processing could take 2 to 3 months. *****



WESTPORT POLICE DEPARTMENT



FOTI KOSKINAS
CHIEF OF POLICE

SAMUEL ARCIOLA
DEPUTY CHIEF



PHILIP L. RESTIERI JR.
DETECTIVE

WESTPORT POLICE DEPARTMENT
DETECTIVE BUREAU
50 Jesup Road
Westport, CT 06880

Direct: (203) 341-6025
Main: (203) 341-6080
Fax: (203) 341-6054
prestieri@westportct.gov

FIREARMS PROHIBITORS

No person convicted for a Felony or a Misdemeanor crime of domestic violence involving the use or threatened use of physical force or a deadly weapon may possess any firearms in Connecticut.

No person may obtain a Pistol Permit, Eligibility Certificate, or possess any handguns if they are less than 21 years of age, subject to a Protective or Restraining Order, or if they have been convicted of a felony, or convicted in Connecticut for any of the following misdemeanors:

Illegal possession of narcotics or other controlled substances - 21a-279

Criminally negligent homicide - 53a-58

Assault in the third degree - 53a-61

Assault of a victim 60 or older in the third degree - 53a-61a

Threatening - 53a-62

Reckless endangerment in the first degree - 53a-63

Unlawful restraint in the second degree - 53a-96

Riot in the first degree - 53a-175

Riot in the second degree - 53a-176

Inciting to riot - 53a-178

Stalking in the second degree - 53a-181d, or

Has been convicted as delinquent for the commission of a serious juvenile offense, or

Has been discharged from custody within the preceding twenty years after having been found not guilty of a crime by reason of mental disease or defect, or

Has been confined in a hospital for persons with psychiatric disabilities, as defined in section 17a-495, within the preceding sixty months by order of a probate court,

Has been voluntarily admitted to a hospital for persons with psychiatric disabilities as defined in 17a-495 within the preceding six months for care and treatment of a psychiatric disability and not solely for alcohol or drug dependency, or

Is subject to a firearms seizure order issued pursuant to Connecticut General Statute Section 29-38c after notice and an opportunity to be heard has been provided to such person, or is an alien illegally or unlawfully in the United States.

Any federal disqualifiers listed in Title 18 U.S.C Chapter 44.

The firearms prohibitors apply to; Pistol Permits and Eligibility Certificate for Pistols and Revolvers, and Eligibility Certificate for Long Guns if convicted after October 1, 1994. The prohibiting misdemeanors also apply to Ammunition Certificate if convicted on or after July 1, 2013. Felonies and federal prohibitors apply to all permits and certificates as well as gun sales, no matter what the date of conviction.

SURRENDERS

INELIGIBLE PERSONS

Those persons deemed ineligible to possess (see firearm prohibitors) are required to relinquish their firearms by one of the following methods:

- 1) Turn your firearms in to the police. Your guns will be held for up to one year. You may at any time during the year transfer your guns to an eligible person. After the expiration of one year if your status has not changed your guns will be destroyed. You must notify the Special Licensing and Firearms Unit immediately at (860) 685-8285 to advise when and to which police department you turned in your firearms.
- 2) If instead you choose to legally transfer your firearms to an eligible person you must telephone the Special Licensing and Firearms Unit at (860) 685-8400 for an authorization number for each individual hand gun and long gun. A NICS background check will be conducted on the recipient at that time. You must then submit the sale or transfer form DPS-3C to the State Police.

Domestic Violence

Connecticut General Statute 29-36k requires that within 24 hours of such occurrence you must;

1. Transfer, in accordance with C.G.S. §§ 29-33, and 29-36k, all pistols, revolvers, firearms and ammunition you possess to a federally licensed firearms dealer pursuant to the sale of the pistol, revolver or other firearms; **or**
2. Deliver or surrender any/all firearms and ammunition to any Connecticut State Police Troop or organized municipal police department—not to include Headquarters in Middletown

VOLUNTARY SURRENDER

If you possess firearms which you would like to turn in to the Connecticut State Police for voluntary destruction or for police use, you should make arrangements through your local State Police barracks in advance.

Your Guide to Firearms and Permits in Connecticut



SPECIAL LICENSING AND FIREARMS UNIT

Phone: (860) 685-8290

Fax: (860) 685-8496

Web site: www.ct.gov/despp

SPECIAL LICENSING AND FIREARMS UNIT

Revised 11/28/2017

Transferring a Handgun

Federal Law states you may only buy a handgun in the state in which you reside.

You can only buy a handgun in Connecticut if in addition to being a resident, you are at least 21 years of age and you possess a valid Permit to Carry Pistols or Revolvers, a valid Eligibility Certificate or if you are a sworn Police Officer.

You must first complete an Application to Purchase Firearms (DPS -67-C). This form shall be retained by the seller for 20 years.

The seller of the handgun shall then contact the Special Licensing and Firearms Unit @ **(860) 685-8400**, or **(888) 335-8438** and obtain an authorization number for that sale. Four copies of the Sale or Transfer form DPS-3-C must be completed. The original copy is kept by the seller (for a minimum of 5 years). One copy is given to the purchaser as a receipt. One copy shall be forwarded to the Special Licensing and Firearms Unit. One copy must be sent to the Chief of Police in the town where the purchaser resides.

Transferring a Long Gun

Effective April 1, 2014

After April 1, 2014 you will be required to have a valid Pistol Permit, Eligibility Certificate to Purchase Pistols or Revolvers, Eligibility Certificate to Purchase Long Guns, or a be a Police Officer or one of the exemption listed in law, to purchase long guns. You must be 18 years of age. You must first complete an Application to Purchase Firearms (DPS -67-C) and a Sale or Transfer of All Firearms form (DPS-3-C). This form shall be retained by the seller for 20 years. The seller of the long gun shall then follow the steps set out under HANDGUN purchase above.

Appealing Your Denial

In the event that you have been denied authorization to purchase a firearm, you must request the reason for such denial by contacting the Special Licensing and Firearms Unit at (860) 685-8290 to determine the basis for your denial during regular business hours.

NICS

If the reason for your denial was a result of the National Instant Criminal Background Check, you must make a written request to:

Federal Bureau of Investigation, NICS Operations Center, Research and Analysis, P.O. Box 4278, Clarksburg, West Virginia, 26302-4278. Include your mailing address and the NICS Transaction Number and NRI, NICS Record Identifier (obtained from the Special Licensing and Firearms Unit).

Pistol Permits

Once you have received your Temporary State Permit, you may apply to the DESPP for your State Permit. The cost of the State Permit is an additional \$70.00 and is valid for a period of five years. You will be required to have your photograph taken upon application and renewals. Applications and renewals shall be accepted at locations listed on the back of this brochure. Renewal notices will be sent to permit holders ninety days prior to expiration. There is a ninety day grace period after the expiration of your permit during which you may renew. Renewal instructions are available on-line at www.ct.gov/despp.

State Law requires the holder of a Pistol Permit to notify the Special Licensing and Firearms Unit of any change of residence address within two business days.

Lost or stolen Pistol Permits should be reported immediately in order to replace them. A \$5.00 duplication fee will be charged.

Ammunition Certificates

Effective October 1, 2013

If you do not intend to purchase anymore firearms after October 1, 2013 but would like to continue to purchase ammunition, you will be required to possess a Ammunition Certificate, or be listed as an exempted person, i.e., police officer. You must apply on a form DESPP-417C, and come to one of the DESPP permit offices to have your photograph taken. The fee is \$35.00 for a 5 year certificate and your renewal will be sent 90 days prior to expiration. **Applicants who have been convicted of any felony at any time or of any of the misdemeanors after July 1, 2013 will be denied.**

Eligibility Certificate to Purchase Long Guns

Effective April 1, 2014

After April 1, 2014 you will be required to possess a valid Eligibility Certificate to Purchase Long Guns, if you do not already possess a pistol permit or eligibility certificate for the purchase of pistols or revolvers. You may also purchase ammunition with this certificate. You may apply directly to DESPP on a DPS-799-C form, which you may obtain on-line at www.ct.gov/despp, under the Special Licensing and Firearms page. It is a 5 year certificate and renewal will be sent 90 days prior to expiration. The fee is \$35.00 plus \$75.00 for the State fingerprint and \$12.00 for the FBI fingerprint fee. **Applicants who have been convicted of any felony at any time or of any of the misdemeanors after October 1, 1994 will be denied.**

Machine Guns

Machine Guns are strictly regulated by the U.S. Department of Treasury, Bureau of Alcohol Tobacco and Firearms (ATF) as well as the Connecticut State Police, Special Licensing and Firearms Unit (SLFU).

Connecticut residents may purchase Machine Guns if they are capable of a "full automatic only" rate of fire. Any select fire weapon is considered an "Assault Weapon" and is prohibited by State Law.

Dealers who are licensed to sell Machine Guns have all the necessary Federal paperwork required for that transaction.

Any Connecticut resident who owns a Machine Gun is required to complete State form DPS 418C, registering that Machine Gun with the SLFU immediately upon receiving it, and upon an annual basis thereafter.

Registered owners will be notified yearly with a registration form-letter which must be signed and returned to the SLFU prior to July 1 annually.

If you currently own a Machine Gun and do not receive a yearly registration form, you must contact the SLFU for instructions on registering your firearm.

Gun Shows

A Gun Show is defined as any event at which fifty or more firearms are offered or exhibited for sale, transfer or exchange and any event at which two or more persons are exhibiting one or more firearms for sale, transfer or exchange to the public.

All sales, transfers or exchanges taking place at a Gun Show require the seller to obtain an authorization number from the Special Licensing and Firearms Unit at 860-685-8400 or toll-free in-state at 888-335-8438.

Assault Weapons

Connecticut General Statutes Section 53-202a as amended by Public Acts 13-3 and 13-220, assault weapons are described and defined in portion as; "(1) Any selective-fire firearm capable of fully automatic, semiautomatic or burst fire at the option of the user or any of the specified semiautomatic firearms..".

For a complete text of law and list of banned firearms, check on www.ct.gov/despp, Special Licensing and Firearms section or at the Legislative web site at www.cga.ct.gov. Refer to Public Act 13-3 and Public Act 13-220.

Assault weapons owners must obtain a Certificate of Possession (DPS-414-C) prior to January 1, 2014.

IF YOU POSSESS AN UNREGISTERED "ASSAULT WEAPON" AFTER JANUARY 1, 2014, YOU MAY CALL OUR OFFICE TO ARRANGE ITS DESTRUCTION AT NO RISK OF PENALTY.

PHOTO PERMIT LOCATIONS AND HOURS

DPS Headquarters Mon. through Fri.
1111 Country Club Rd. 8:30 a.m. - 4:15 p.m.
Middletown, Ct. 06457
(860) 685-8494

Troop E Tues. & Sat.
I-395 8:00 a.m.—12:00 p.m.
(between exits 6 & 9) 12:30 p.m.—3:45 p.m.
Montville, CT 06382 Thurs.
(860) 848-6539 11:00 a.m.—2:00 p.m.
2:30 p.m.—6:45 p.m.

Troop G Tues., Wed., Fri., & Sat.
149 Prospect St. 8:00 a.m.—12:00 p.m.
Bridgeport, CT 06604 12:30 p.m.—3:45 p.m.
(203) 696-2532 Thurs.
11:00 a.m.—2:00 p.m.
2:30 p.m.—6:45 p.m.

Troop permit offices are closed during

inclement weather.



**STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
DIVISION OF STATE POLICE
Special Licensing and Firearms Unit**



Instructions to Applicants

Pistol Permits – New	Pistol Permits – Renewal In-Person	Pistol Permits – Renewal by Mail
<p>1. A valid Temporary State Permit to Carry Pistols or Revolvers (DPS-11-C) must be presented in person at the Department of Emergency Services and Public Protection (DESPP) Headquarters located at 1111 Country Club Road, Middletown, Connecticut 06457-2389.</p> <p>2. Proof of legal and lawful presence in the United States is required. Acceptable forms of proof include a birth certificate, U.S. passport, or documentation of permanent residence from the U.S. Citizenship and Immigration Services.</p> <p>3. Payment of a \$70.00 fee is required, either by check or money order made payable to "Treasurer, State of Connecticut" or by exact cash payment.</p> <p>4. Your photograph and signature will be taken at DESPP.</p>	<p>1. All pistol permits may be renewed in person at DESPP Headquarters ninety (90) days prior to expiration or up to ninety (90) days after expiration. No permit can be renewed after the ninety (90) day grace period following the expiration date.</p> <p>2. Confirm the accuracy of the information on DPS-129-C. If corrections are required, draw a single line through any incorrect information and write in the correct information. Present the corrected form to DESPP.</p> <p>3. Bring a \$70.00 check or money order made payable to "Treasurer, State of Connecticut" or exact cash payment.</p> <p>4. Provide proof of being legally and lawfully in United States: U.S. Passport, Birth Certificate or Permanent Resident ID issued by I.C.E. or Naturalization Certificate; NOTE: If Place of Birth states, "VERIFIED", you <u>do not</u> need to bring item # 4.</p> <p>5. Your photograph and signature will be taken at DESPP.</p>	<p>1. Out-of-state pistol permits may be renewed by mail. Effective 10/01/11, in-state renewals may also be completed by mail.</p> <p>2. Confirm the accuracy of the information on DPS-129-C. If corrections are required, draw a single line through any incorrect information and write in the correct information. Sign the corrected form in the presence of a notary prior to mailing.</p> <p>3. Using transparent tape, attach a 2" x 2" color passport photo, taken within the previous six (6) months, in the box provided.</p> <p>4. Include a \$70.00 check or money order made payable to "Treasurer, State of Connecticut." Do not send cash.</p> <p>4. Proof of legal and lawful presence in the United States is required. Acceptable forms of proof include a birth certificate, U.S. passport, or documentation of permanent residence from the U.S. Citizenship and Immigration Services. Do not send originals.</p> <p>5. Include a self-addressed, stamped #10 envelope.</p>

Renewals for Armed Security Officers (Blue Cards/Class 1) and Bail Enforcement Agents (Gold Cards/Class2)

- Follow the instructions above for Pistol Permits – Renewal In-Person.
- An additional check or money order for \$62.00 is required, made payable to "Treasurer, State of Connecticut."
- Include a self-addressed, stamped #10 envelope.
- Armed Security Officers must submit a DPS-1030-C annually as proof of completion of the handgun qualification refresher course.

Eligibility Certificates (New & Renewals)

- New applicants must complete the DPS-799-C and DPS-164-C, and sign it in the presence of an official when your **photo** is taken.
- Submit an affidavit signed by an instructor certified by the State, the National Rifle Association, or the Department of Energy and Environmental Protection stating that the applicant successfully completed a safety or training course in the use of pistols or revolvers or long guns. Such statement shall specify that the instructor was so certified at the time that he taught the course, and shall include the full name of the applicant, and the date, location and duration of the course.
- Submit fingerprints with two (2) separate checks or money orders to cover the federal processing fee of \$13.25 and the state fee of \$75.00, both made payable to "Treasurer, State of Connecticut", for the required criminal background checks.
- Submit an additional check or money order for \$35.00 made payable to "Treasurer, State of Connecticut" for the processing of the Eligibility Certificate. If you are appearing in person, exact cash payments will be accepted.
- When applicable, criminal and/or mental health records must be submitted per Connecticut General Statutes Section 29-36g.
- Renewal applicants must submit a DPS-129-C-2, with \$35.00 fee made payable to "Treasurer, State of Connecticut" and documentation of legal and lawful presence in the United States (see # 2 under "Pistol Permits New" for acceptable documents), if previously not verified. **Do not mail cash.**
- Include a self-addressed, stamped #10 envelope.

Ammunition Certificates (New & Renewals):

- New applicants must complete DESPP-417-C, and sign it in the presence of an official when your photo is taken.**
- Submit check or money order for \$35.00 made payable to "Treasurer, State of Connecticut" or exact cash payment, for the processing of the Ammunition Certificate.
- When applicable, criminal and/or mental health records must be submitted per Connecticut General Statutes Section 29-36g
- Renewal applicants must submit a DPS-129-C-2 with \$35.00 fee made payable to "Treasurer State of Connecticut." **Do not mail cash.**

SEE IMPORTANT NOTICES – REVERSE SIDE

**STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
DIVISION OF STATE POLICE
NOTICE**

Pursuant to C.G.S. §§ 29-28, 29-32, 29-36f 29-36l, and 18 U.S.C. § 922, *applications covered by these instructions will not be issued or be renewed, if:*

1. You have a **FELONY CONVICTION** in any jurisdiction.
2. You have a **MISDEMEANOR CONVICTION** in Connecticut for one of the following crimes: *After 10/01/1994*
 - a. Illegal possession of controlled or hallucinogenic substances, as specified under C.G.S. § 21a-279
 - b. Criminally negligent homicide as specified under C.G.S. § 53a-58
 - c. Assault in the third degree as specified under C.G.S. § 53a-61
 - d. Assault of an elderly, blind, disabled or pregnant person or a person with intellectual disability in the third degree as specified under C.G.S. § 53a-61a
 - e. Threatening in the second degree as specified under C.G.S. § 53a-62
 - f. Reckless endangerment in the first degree as specified under C.G.S. § 53a-63
 - g. Unlawful restraint in the second degree as specified under C.G.S. § 53a-96
 - h. Riot in the first degree as specified under C.G.S. § 53a-175
 - i. Riot in the second degree as specified under C.G.S. § 53a-176
 - j. Inciting to riot as specified under C.G.S. § 53a-178
 - k. Stalking in the second degree as specified under C.G.S. § 53a-181d
3. You are an unlawful user of or addicted to any controlled substance (as defined in the Controlled Substances Act (21 U.S.C. 801, et. seq.).
4. You were **CONVICTED** of a **MISDEMEANOR CRIME of DOMESTIC VIOLENCE**.
This means an offense that (1) is a misdemeanor under federal or state law; and (2) has, as an element, the use or attempted use of physical force, or the threatened use of a deadly weapon, committed by a current or former spouse, parent or guardian of the victim, or by a person with whom the victim shares a child in common, or by a person who is cohabiting with or who has cohabited with the victim or spouse, parent, or guardian, or by any person similarly situated to a spouse, parent or guardian of the victim.
5. You were discharged from custody within the preceding 20 years after having been found **NOT GUILTY OF A CRIME BY REASON OF MENTAL DISEASE OR DEFECT** pursuant to C.G.S. § 53a-13.
6. You were **CONFINED TO A HOSPITAL** for persons with psychiatric disabilities (C.G.S. § 17a-495) within the preceding sixty (60) months by order of a Probate Court.
7. You have been voluntarily admitted to a hospital for persons with psychiatric disabilities, within the preceding six (6) months for reasons other than solely for alcohol or drug dependence.
8. You are subject to a **RESTRAINING ORDER** or **PROTECTIVE ORDER** issued by a court after notice and an opportunity to be heard has been provided to you in a case involving the use, attempted use or threatened use of physical force against another person.
9. You are the subject of a court issued risk warrant to seize firearms pursuant to C.G.S. § 29-38c(d).
10. You are an **ILLEGAL ALIEN** in the United States.
11. You are **UNDER the AGE of 21 years**.
12. You have renounced your United States citizenship.
13. You have been discharged from the Armed Forces under a dishonorable condition.
14. You are prohibited by federal law, under 18 U.S.C. 922 (g) or (n).

Please mail in your renewal or direct any questions regarding your status to DESPP Headquarters, Special Licensing and Firearms Unit, located at 1111 Country Club Road, Middletown, Connecticut 06457-2389 or by telephone at (860) 685-8290. Hours of operation are Monday through Friday 8:30 am – 4:15 pm. **Please note all locations will be closed on State and Federal holidays. Troop location may be closed during inclement weather. No appointments necessary.**

Troop E – Montville I-395 N (between exits 6 & 9) Montville, CT 06382, telephone 860-848-6539 –
Tuesday, Wednesday, Friday, and Saturday 8 am – 12 pm and 12:30- 3:45 pm; Thursday 11 am – 2 pm and 2:30 – 6:45 pm.

Troop G - Bridgeport, 149 Prospect Street, Bridgeport, Connecticut, 06604; telephone (203) 696-2532
Tuesday, Wednesday, Friday, and Saturday 8 am – 12 pm and 12:30- 3:45 pm; Thursday 11 am – 2 pm and 2:30 – 6:45 pm.

Current schedules, hours and directions can be found at www.ct.gov/despp - click on Special Licensing and Firearms Unit link.

The Department of Emergency Services and Public Protection (DESPP) herein notifies the applicant that DESPP will be notified by the Department of Mental Health and Addiction Services if the applicant has been confined in a hospital for persons with psychiatric disabilities within the preceding sixty (60) months by order of Probate Court, or if the applicant has been voluntarily admitted to a hospital for persons with psychiatric disabilities within the preceding six (6) months for reasons other than solely for alcohol or drug dependence. DESPP will use this information in order to fulfill its statutory obligations under Connecticut General Statutes Sections 29-28, 29-36f.

PRIVACY ACT STATEMENT

Authority: The FBI's acquisition, preservation, and exchange of fingerprints and associated information is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.

Social Security Account Number (SSAN). Your SSAN is needed to keep records accurate because other people may have the same name and birth date. Pursuant to the Federal Privacy Act of 1974 (5 USC 552a), the requesting agency is responsible for informing you whether disclosure is mandatory or voluntary, by what statutory or other authority your SSAN is solicited, and what uses will be made of it. Executive Order 9397 also asks Federal agencies to use this number to help identify individuals in agency records.

Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI.

Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.

Additional Information: The requesting agency and/or the agency conducting the application-investigation will provide you additional information pertinent to the specific circumstances of this application, which may include identification of other authorities, purposes, uses, and consequences of not providing requested information. In addition, any such agency in the Federal Executive Branch has also published notice in the Federal Register describing any systems(s) of records in which that agency may also maintain your records, including the authorities, purposes, and routine uses for the system(s).

Agency Privacy Requirements for Noncriminal Justice Applicants

Authorized governmental and non-governmental agencies/officials that conduct a national fingerprint-based criminal history record check on an applicant for a noncriminal justice purpose (such as a job or license, immigration or naturalization matter, security clearance, or adoption) are obligated to ensure the applicant is provided certain notice and other information and that the results of the check are handled in a manner that protects the applicant's privacy.

- Officials must provide to the applicant written notice¹ that his/her fingerprints will be used to check the criminal history records of the FBI.
- Officials using the FBI criminal history record (if one exists) to make a determination of the applicant's suitability for the job, license, or other benefit must provide the applicant the opportunity to complete or challenge the accuracy of the information in the record.
- Officials must advise the applicant that procedures for obtaining a change, correction, or updating of an FBI criminal history record are set forth at Title 28, Code of Federal Regulations (CFR), Section 16.34.
- Officials should not deny the job, license, or other benefit based on information in the criminal history record until the applicant has been afforded a reasonable time to correct or complete the record or has declined to do so.
- Officials must use the criminal history record solely for the purpose requested and cannot disseminate the record outside the receiving department, related agency, or other authorized entity.²

The FBI has no objection to officials providing a copy of the applicant's FBI criminal history record to the applicant for review and possible challenge when the record was obtained based on positive fingerprint identification. If agency policy permits, this courtesy will save the applicant the time and additional FBI fee to obtain his/her record directly from the FBI by following the procedures found at 28 CFR 16.30 through 16.34. It will also allow the officials to make a more timely determination of the applicant's suitability.

Each agency should establish and document the process/procedures it utilizes for how/when it gives the applicant notice, what constitutes "a reasonable time" for the applicant to correct or complete the record, and any applicant appeal process that is afforded the applicant. Such documentation will assist State and/or FBI auditors during periodic compliance reviews on use of criminal history records for noncriminal justice purposes.

If you need additional information or assistance, contact:

<p>Connecticut Records: Department of Emergency Services and Public Protection State Police Bureau of Identification (SPBI) 1111 Country Club Road Middletown, CT 06457 860-685-8480</p>	<p>Out-of-State Records: Agency of Record OR FBI CJIS Division-Summary Request 1000 Custer Hollow Road Clarksburg, West Virginia 26306</p>
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¹ Written notification includes electronic notification, but excludes oral notification.

² See 5 U.S.C. 552a(b); 28 U.S.C. 534(b); 42 U.S.C. 14616, Article IV(c); 28 CFR 20.21(c), 20.33(d), 50.12(b) and 906.2(d).

Noncriminal Justice Applicant's Privacy Rights

As an applicant who is the subject of a national fingerprint-based criminal history record check for a noncriminal justice purpose (such as an application for a job or license, an immigration or naturalization matter, security clearance, or adoption), you have certain rights which are discussed below.

- You must be provided written notification³ by _____ that your fingerprints will be used to check the criminal history records of the FBI.
- If you have a criminal history record, the officials making a determination of your suitability for the job, license, or other benefit must provide you the opportunity to complete or challenge the accuracy of the information in the record.
- The officials must advise you that the procedures for obtaining a change, correction, or updating of your criminal history record are set forth at Title 28, Code of Federal Regulations (CFR), Section 16.34.
- If you have a criminal history record, you should be afforded a reasonable amount of time to correct or complete the record (or decline to do so) before the officials deny you the job, license, or other benefit based on information in the criminal history record.⁴
- You have the right to expect that officials receiving the results of the criminal history record check will use it only for authorized purposes and will not retain or disseminate it in violation of federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.⁵
- If agency policy permits, the officials may provide you with a copy of your FBI criminal history record for review and possible challenge. If agency policy does not permit it to provide you a copy of the record, you may obtain a copy of the record by submitting fingerprints and a fee to the FBI. Information regarding this process may be obtained at <http://www.fbi.gov/about-us/cjis/background-checks>.
- If you decide to challenge the accuracy or completeness of your FBI criminal history record, you should send your challenge to the agency that contributed the questioned information to the FBI. Alternatively, you may send your challenge directly to the FBI at the same address as provided above. The FBI will then forward your challenge to the agency that contributed the questioned information and request the agency to verify or correct the challenged entry. Upon receipt of an official communication from that agency, the FBI will make any necessary changes/corrections to your record in accordance with the information supplied by that agency. (See 28 CFR 16.30 through 16.34.)
- If you need additional information or assistance, please contact:

<p style="text-align: center;">Connecticut Records: Department of Emergency Services and Public Protection State Police Bureau of Identification (SPBI) 1111 Country Club Road Middletown, CT 06457 860-685-8480</p>	<p style="text-align: center;">Out-of-State Records: Agency of Record OR FBI CJIS Division-Summary Request 1000 Custer Hollow Road Clarksburg, West Virginia 26306</p>
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³ Written notification includes electronic notification, but excludes oral notification.

⁴ See 28 CFR 50.12(b).

⁵ See 5 U.S.C. 552a(b); 28 U.S.C. 534(b); 42 U.S.C. 14616, Article IV(c); 28 CFR 20.21(c), 20.33(d) and 906.2(d).



**STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
DIVISION OF STATE POLICE
Special Licensing and Firearms Unit**



PISTOL PERMIT/ELIGIBILITY CERTIFICATE APPLICATION

(Pursuant to C.G.S. §§ 29-28 et. seq., 29-36 et. seq., and 53a-217 et. seq.)

Before completing this application, it is suggested that you review the Connecticut General Statutes pertaining to firearms. These can be accessed on the Internet at www.cga.ct.gov. or through your local library.

Type of Permit Requested:

Check Box:

- 60 Day Temporary State Pistol Permit
- Non-Resident State Pistol Permit
- Eligibility Certificate to Purchase Pistols or Revolvers
- Eligibility Certificate to Purchase Long Guns

Instructions:

Instructions for State Pistol Permits:	Instructions for Non-Resident State Pistol Permits:	Instructions for Eligibility Certificates to Purchase Pistols or Revolvers and/or Eligibility Certificates to Purchase Long Guns:
<p>1. Complete this form (DPS-799-C) and submit to appropriate local authority (local police, resident state trooper or first select person, as applicable) along with all of the following:</p> <ul style="list-style-type: none"> ▪ Firearms Safety & Use Course Certificate; ▪ \$70.00, fee, payable to the local authority; and ▪ Proof you are legally and lawfully in the United States (e.g., certified copy of birth certificate, U.S. passport or documentation issued by I.C.E.). <p>2. Submit fingerprints for a criminal history check through a law enforcement agency. Fees include a \$75.00 fee and a \$13.25 fee, payable at the agency where the prints are taken. Fees must be paid by separate checks.</p> <p>3. Upon approval, the local authority will issue a Temporary State Permit to Carry Pistols and Revolvers (DPS-11-C), effective for 60 days.</p> <p>4. Within the 60 day period, go to a DESPP, Division of State Police, pistol permit location and submit the following:</p> <ul style="list-style-type: none"> ▪ The Temporary State Permit to Carry Pistols and Revolvers (DPS-11-C) issued by the local authority; ▪ A completed Application for State Permit to Carry Pistols and Revolvers (DPS-46-C); ▪ \$70.00 fee, payable to Treasurer, State of Connecticut; ▪ Proof you are legally and lawfully in the United States (e.g., certified copy of birth certificate, U.S. passport or documentation issued by I.C.E.); and ▪ Proof of valid state issued photo identification card. <p>5. Upon approval, <i>your photograph will be taken at DESPP and you will be issued a state pistol permit.</i></p>	<p align="center">**CALL DESPP FOR PACKET** <i>You must hold a valid permit or license to carry a pistol or revolver issued by a recognized United States jurisdiction.</i></p> <p>Complete this form and submit to DESPP, Division of State Police, pistol permit location along with all of the following:</p> <ul style="list-style-type: none"> ▪ Completed State of CT and Federal fingerprint card with \$75.00 fee and \$13.25 fee, payable to Treasurer, State of Connecticut for criminal history background checks; ▪ Firearms Safety & Use Course Certificate; ▪ \$70.00 fee, payable to Treasurer, State of Connecticut; ▪ Completed Application for State Permit to Carry Pistols and Revolvers form (DPS-46-C); ▪ Completed DPS-129-C signed and notarized and 2x2 color photograph (passport style); ▪ Copy of the permit or license to carry a pistol or revolver issued to you by a recognized United States jurisdiction; ▪ Proof you are legally and lawfully in the United States (e.g., certified copy of birth certificate, U.S. passport or documentation issued by I.C.E.);and ▪ Proof of valid state issued photo identification card. <p>Out of State Pistol Permit Information: State of Issue: _____ Expiration Date: _____ Permit Number: _____</p>	<p>1. Complete this form and submit in person at DESPP Headquarters, Division of State Police, located at 1111 Country Club Road, Middletown, Connecticut along with the below:</p> <ul style="list-style-type: none"> ▪ Firearms Safety & Use Course Certificate; ▪ \$35.00 fee, payable to Treasurer, State of Connecticut; ▪ Application for a State Eligibility Certificate for a Pistol or Revolver or for Long Guns (DPS-164-C); ▪ Proof you are legally and lawfully in the United States (e.g., certified copy of birth certificate, U.S. passport or documentation issued by I.C.E.); and ▪ Proof of valid state issued photo identification card. <p>2. Submit fingerprints for a criminal history check through a law enforcement agency. Fees include a \$75.00 fee and a \$13.25 fee, payable at the agency where the prints are taken. Fees must be paid by separate checks.</p> <p>3. Upon approval, your photograph will be taken at DESPP and you will be issued an eligibility certificate.</p>

For Department of Emergency Services and Public Protection (DESPP), Division of State Police, pistol permit locations, access www.ct.gov/despp and follow the link to the Special Licensing and Firearms Unit or call (860) 685-8290. Note: All payments must be made with separate checks.

**STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
DIVISION OF STATE POLICE**

Contact / Identifying Information:

Name of Applicant

<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 20%; height: 20px;" type="text"/>
<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 20%; height: 20px;" type="text"/>
<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 20%; height: 20px;" type="text"/>

Provide all other names by which you have been known (Maiden name, Aliases, Nicknames, etc.)
(Attach additional sheet(s), if necessary)

Date of Birth <input style="width: 100%; height: 20px;" type="text"/> Month/Day/Year	Sex <input type="checkbox"/> F <input type="checkbox"/> M	Height <input style="width: 20px; height: 20px;" type="text"/> Ft. <input style="width: 20px; height: 20px;" type="text"/> In.	Weight <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> Lbs.	Eye Color <input type="checkbox"/> Brown <input type="checkbox"/> Blue <input type="checkbox"/> Black <input type="checkbox"/> Green <input type="checkbox"/> Gray <input type="checkbox"/> Hazel
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Race <input type="checkbox"/> White <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> Unknown <input type="checkbox"/> Other	Hair Color <input type="checkbox"/> Brown <input type="checkbox"/> Black <input type="checkbox"/> Blonde <input type="checkbox"/> Red <input type="checkbox"/> Gray <input type="checkbox"/> White <input type="checkbox"/> Bald
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Place of Birth <input style="width: 100%; height: 20px;" type="text"/> City/Town	Social Security Number (Optional, but will help prevent misidentification) <input style="width: 100%; height: 20px;" type="text"/>
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Country of Citizenship <input style="width: 100%; height: 20px;" type="text"/>	Alien Reg. Number (If applicable) <input style="width: 100%; height: 20px;" type="text"/>
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Residential Address (List street address. Post office box numbers are not acceptable)

<input style="width: 100%; height: 20px;" type="text"/> Number/Street
<input style="width: 100%; height: 20px;" type="text"/> City/Town

<input style="width: 100%; height: 20px;" type="text"/> State	<input style="width: 100%; height: 20px;" type="text"/> Zip Code
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List Residential Addresses for the Last 7 Years (Attach additional sheet(s), if necessary)
**Any subsequent changes of address must be reported within 48 hours to the Special Licensing and Firearms Unit*

1. _____

2. _____

Mailing Address (If different from current residential address above)

<input style="width: 100%; height: 20px;" type="text"/> Number/Street
<input style="width: 100%; height: 20px;" type="text"/> City/Town

<input style="width: 100%; height: 20px;" type="text"/> State	<input style="width: 100%; height: 20px;" type="text"/> Zip Code
------------------------------------------------------------------	---------------------------------------------------------------------

Home Telephone Number (____) ____-____ Area Code	Motor Vehicle Operator's License Number <input style="width: 100%; height: 20px;" type="text"/> State of Issue
Alternate Telephone Number (____) ____-____ Area Code	

Employment History:

List Employers for the Last 7 Years (Provide employer's name, address and telephone number)
(Attach additional sheet(s), if necessary)

1. _____

2. _____

Permit or Eligibility Certificate History:

Have you had a firearms permit, permit application or eligibility certificate of any kind from ANY jurisdiction in the United States denied, suspended or revoked? NO YES

If "YES," provide:

1. Identify the jurisdiction which issued the denial, suspension or revocation: _____
2. Date of denial, suspension or revocation: _____
3. The reason for the denial, suspension or revocation: _____

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DIVISION OF STATE POLICE

Medical History:

Have you been confined in a hospital for mental illness in the past sixty (60) months by order of a Probate Court?

NO YES If "YES," explain: (Attach additional sheet(s), if necessary)

Have you been discharged from custody within the past twenty years after having been found not guilty of a crime by reason of a mental disease or defect? NO YES

If "YES," explain: (Attach additional sheet(s), if necessary)

Have you been voluntarily admitted to a hospital for mental illness within the past six (6) months for reasons other than solely for alcohol or drug dependence? NO YES

If "YES," explain: (Attach additional sheet(s), if necessary)

Notice: DESPP herein notifies the applicant that, pursuant to C.G.S. §§ 29-28 through 29-38b, DESPP will be notified by the Department of Mental Health and Addiction Services if the applicant has been confined to a hospital for psychiatric disabilities within the preceding sixty (60) months by order of Probate Court, or if the applicant has been voluntarily admitted to a hospital for mental illness within the past six (6) months for reasons other than solely for alcohol or drug dependence.

Criminal History:

Have you ever been ARRESTED for any crime, in any jurisdiction? NO YES If "YES," list all arrests, indicating charges, locations, dates of arrest and dispositions. (Attach additional sheet(s), if necessary)

Notice: You are *not* required to disclose the existence of any arrest, criminal charge or conviction, the records of which have been erased pursuant to C.G.S. §§46b-146, 54-76o, or 54-142a. If your criminal records have been erased pursuant to one of these statutes, you may swear under oath that you have never been arrested. Criminal records that may be erased are records pertaining to a finding of delinquency or that a child was a member of a family with service needs (C.G.S. 46b-146), an adjudication as a youthful offender (C.G.S. 54-76o), a criminal charge that has been dismissed or nolle, a criminal charge for which the person has been found not guilty, or a conviction for which the person received an absolute pardon (C.G.S. 54-142a).

With regard to criminal history information arising from jurisdictions other than the State of Connecticut: You are not required to disclose the existence of any arrest, criminal charge or conviction, the records of which have been erased pursuant to the law of the other jurisdiction. Additionally, you are not required to disclose the existence of an arrest arising from another jurisdiction if you are permitted under the law of that jurisdiction to swear under oath that you have never been arrested.

Have you ever been CONVICTED under the laws of this state, federal law or the laws of another jurisdiction?

NO YES If "YES," list all convictions, include charges, location, date of arrest, and disposition. (Attach additional sheet(s), if necessary)

Are you currently on probation, parole, work release, in an alcohol and/or drug treatment program or other pre-trial diversionary program or currently released on personal recognizance, a written promise to appear or a bail bond for a pending court case? NO YES If "YES," explain. (Attach additional sheet(s), if necessary)

Within the past five (5) years, have you been the subject of a Protective Order or Restraining Order issued by a court in a case involving the use, attempted use or threatened use of physical force against another person, regardless of the outcome or result of any related criminal case? NO YES

If "YES," which court issued the order?

Military History:

Were you ever a member of the Armed Forces of the United States? NO YES (If yes, please include a copy of your DD-214)

Were you ever discharged from the Armed Forces of the United States with a less than Honorable Discharge? NO YES

**STATE OF CONNECTICUT
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Proof of Training:

**Attach a copy of the letter or certificate attesting that you have completed a course in the safety and use of pistols and revolvers or long guns (as appropriate, depending upon which permit or certificate you are requesting), signed by the instructor of the course.*

Instructor: (Check applicable box)

- National Rifle Association**
 Department of Energy and Environmental Protection (DEEP)
 Other: _____

State Instructor's Name and ID Number: _____

Declaration:

I understand that any false statement herein, which I do not believe to be true and which is intended to mislead a public servant in the performance of his or her official function, is punishable by law (See CGS § 53a-157b). I further understand that any statement in this application that is determined to be false or inaccurate shall constitute grounds for the denial of such application. If approved before the facts are known, such approval shall be void if based on a false or inaccurate statement. My signature below attests to the accuracy, completeness and to the truth of all information supplied on this application:

I declare, under the penalties of false statement, that the answers to the above are true and correct.

Date _____ Signed _____

STATE OF _____

COUNTY OF _____ Print Name _____

Subscribed and sworn to before me this _____ day of _____ 20_____

 Name:
 Notary Public
 My Commission Expires:
 Commissioner of Superior Court

NOTICE: Appeal Process for Permits

In the event that your application for pistol permit or eligibility certificate is denied or revoked, you may notify the Board of Firearm Permit Examiners, at 20 Trinity St., 5th Floor, Hartford, CT 06106. Telephone: (860)256-2977 OR (860) 256-2947, in writing, within ninety (90) days, in order to begin your appeal process. At a hearing before the Board, you may request that your application be reconsidered or that your permit or eligibility certificate be reinstated.

For Official Use Only:

Application Received:

□□/□□/□□□□
 Month/Day/Year

FBI Sent: No Yes
 FBI Reply: No Yes
 ICE Response: No Yes
 DMHAS: No Yes
 SPBI: No Yes
 Number: _____

Application Status:

Approved Denied

 (Signature and title of issuing authority)