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PISTOL PERMIT APPLICATION REQUIREMENTS

The Pistol Permit application **MUST** be filled out completely on all pages with your Signature **NOTARIZED** (sign & date application in presence of Notary). **You must be 21 years of age.**

The following **MUST** be included when you submit your application to us:

1. A certified copy of your **Birth Certificate**, if born in the U.S. or Puerto Rico. **Naturalization Certificate**, if you are a naturalized citizen. A **U.S. Passport** or current **Resident Alien Card** is also acceptable as proof that you are in the country legally.
2. Proof that you are a resident of East Hartford. Your CT driver's license or State ID is acceptable but **must show your current address. Department of Motor Vehicles must also have your current address on record.**
3. A certificate or letter from a **Certified Pistol Instructor** affirming that you are proficient in handling a firearm. (**Online certification are not accepted**).
4. Before submitting your application, you must **PRE-ENROLL ON THE FOLLOWING STATE WEBSITE:**

<https://ct.flexcheck.us.idemia.io/CCHRSPreEnroll>

Each applicant **must be registered and pay the State fees (\$88.25 plus tax) in the CCHRS system prior to fingerprinting** (once you complete the pre-enrollment process and pay online, if you have any errors whether your Name, DOB, or Service Code, the STATE will not provide refunds).

The **Service Code** you will use for Pistol Permit fingerprints, **ONLY** if you are applying to East Hartford is **5D6C-66CB**

Follow the instructions on the website.

You will be assigned a **Tracking Number** at the end of your **PRE-ENROLLMENT**. An email will be sent to you with this **Tracking Number** and **Bar Code**. **YOU MUST PRINT OFF THE EMAIL AND BRING IT WITH YOU IN ORDER TO BE FINGERPRINTED.** (Sample of Confirmation email is attached to this packet).

5. Payment of **\$30.00** by either Cash, Money Order, Bank Check or Business Check made out to BIS (Biometric Identification Services). Credit Cards and personal checks are **NOT** accepted.

FINGERPRINT HOURS WILL BE WEDNESDAYS 10:00 AM TO 2:00 PM AND WILL BE COMPLETED BY BIOMETRIC IDENTIFICATION SERVICES (BIS).

When/if your application is approved, **we will contact you by phone** to schedule an appointment to pick up your **TEMPORARY STATE PERMIT**. A fee of **\$70.00** will be due at that time. Cash, personal check, or money order are all acceptable forms of payment. As of Monday, March 7, 2022, we will accept **Credit Card payments**, there is a minimum service charge of \$1.50 at 2.65% for using a credit card.

*******Please note that the process to obtain your TEMPORARY STATE PERMIT from us takes approximately two (2) months.*******

This Temporary State Permit is valid for **sixty (60) days ONLY** from the date issued. You must obtain your STATE permit before the 60-day period expires. We will provide you with an information sheet regarding obtaining your STATE permit at that time.

Records is **OPEN** to the public from 10:00 a.m. to 4:00 p.m. on Monday and 9:30 a.m. to 4:00 p.m. Tuesday through Friday. Records is **CLOSED** on the weekend and legal holidays.

We suggest that, if possible, you come in no later than 3:30 p.m. as it takes time to process your application and fingerprint card.

*****Thank You for your Cooperation*****

PISTOL PROHIBITIONS

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.