



TOWN OF PROSPECT TEMPORARY PISTOL PERMIT
APPLICATIONS INSTRUCTIONS.

A town of Prospect temporary Pistol permit is only issued for town of Prospect residents. The application has to be picked up from the Prospect Police Department located at 8 Center Street Prospect, CT. 06712 during the hours of 7:00 am -4:00 pm Monday-Friday.

COST FOR FINGERPRINTING

\$10.00

**Special Licensing and Firearms Unit
Public Act No. 09-3**



TO: PISTOL PERMIT APPLICANTS

RE: APPROVED HANDGUN SAFETY AND TRAINING COURSES

THE FIREARMS COURSE THAT HAS BEEN APPROVED BY THE COMMISSIONER OF PUBLIC SAFETY MUST CONSIST OF NO LESS THAN THE NRA'S "BASIC PISTOL COURSE".

THE NRA'S "HOME FIREARMS SAFETY COURSE" AND "FIRST STEPS PISTOL ORIENTATION PROGRAM" ARE NOT APPROVED COURSES.

WHEN HANDING IN YOUR PISTOL PERMIT APPLICATION, YOUR NRA CERTIFICATE MUST BE SIGNED BY YOUR FIREARMS INSTRUCTOR AND IT MUST STATE ON YOUR CERTIFICATE THAT YOU HAVE COMPLETED THE "BASIC PISTOL COURSE".

**THIS COURSE MUST BE TAKEN WITHIN ONE YEAR OF SUBMITTING YOUR PISTOL PERMIT APPLICATION!
(NO EXCEPTIONS)**

THANK YOU.



Single Permit

Effective 2016

Summary

Temporary State Permit

1. Obtained at local police department/local issuing authority.

Upon applying for a Temporary State Permit, the local Police Department/local issuing authority will collect 2 separate money orders for the following fees:

- **2 MONEY ORDERS ARE NEEDED**
- **ONE FOR \$ 14.75** for FBI Prints
- **ONE FOR \$ 50.00** for State Prints
- **Both Money Orders must be made out to:
"Treasurer, State of Connecticut"**
- When your Temporary Permit is picked up, a check or cash for \$70.00 is needed (payable to the Town of Prospect)
- When getting permanent Pistol Permit for the State, you will have to bring a \$70.00 money order with you to one of the locations listed in this packet.

2. Applicant must be at least 21 years of age
3. Valid for 60 days – cannot be renewed
4. Must reapply to local authority if expired without obtaining state permit
5. Valid to carry firearms only – NOT valid for purchase of firearms

6. State law requires fingerprinting and criminal history checks. The local authority will take fingerprints of the applicant unless the local authority determines that the fingerprints have been previously taken and the applicant's identity has been established and verified.
 - Within 5 days of receiving the application, fingerprints will be sent to SPBI by the local authority with the money order for \$50.00. SPBI will forward the fingerprints with the \$14.75 money order to the FBI after the state criminal history is checked.
 - A response from the FBI is most commonly sent directly to ORI, but if SPBI receives the response, it will be forwarded to the local authority.
7. Upon receipt of the results of the local and national criminal history records check, the commissioner will send a copy of the results to the local authority.
8. Local authority will notify you by phone when application process is complete. This can take up to 8 weeks, sometimes longer.
9. No temporary state permit will be issued if the local authority has reason to believe the applicant has ever been convicted of a felony or that any other condition exists for which the issuance of a permit for possession of a pistol or revolver is prohibited. (Suitability)
10. The original application must be forwarded to the Department of Public Safety - Special Licensing and Firearms Unit by the local authority indicating approval or denial.
 - When a permit is denied for False Statement, a copy of the application may be sent. The original application will be used as evidence in your criminal case.
11. As of 10/01/01 local (town) permits for carrying of pistols and revolvers **will not** be issued or renewed – a Temporary State Permit will be issued.



March 19, 2012

PROCEDURES FOR TEMPORARY STATE PISTOL PERMIT

STEP #1 The application **be MUST completely filled out using BLACK ink and NOTARIZED.**

- Attached:
- a. three (3) letters of character reference
 - b. one (1) copy of NRA Certificate of Competency with a handgun. Handgun class must be taken within one year of application **(No exceptions).**
 - c. one (1) copy of a birth certificate/Passport

NOTE: ALL REFERENCE LETTERS MUST HAVE NAME, ADDRESS AND PHONE NUMBER OF THE WRITER.

STEP #2 FINGERPRINTS: One set of prints **MUST** be included with the application. **One set for SPBI (State) with a money order for \$50.00 made out to the Treasurer, State of Connecticut, and one for the FBI with a money order for \$14.75 made out to the Treasurer, State of Connecticut. (Personal checks will not be accepted).**

Fingerprints are done at the Prospect Police Department. Please call (203)758-6150 and request an officer to take your prints. **(You must call first to make sure that an officer is available).**

The completed pistol permit application package is submitted to the Prospect Police Department at the time the applicant is fingerprinted. The secretary will contact the applicant when the temporary permit has been issued by the Mayor and is ready to be picked up.

The entire process takes 6 - 8 weeks. Sometimes longer, depending on how long it takes for fingerprints to come back.



INSTRUCTIONS TO APPLICANTS OBTAINING A CONNECTICUT STATE PISTOL PERMIT

All applicants residing in Connecticut must appear in person at one of the locations listed below. You must have with you:

1. VALID 60-day Temporary permit.
2. Proof of Citizenship – Birth Certificate, U.S. Passport or Naturalization Papers
3. Personal Check or Money Order (**CASH WILL NOT BE ACCEPTED**) in the amount of \$70.00 (made out to the Treasurer, State of Connecticut)
4. Drivers License or Connecticut Identification Card
5. Legal Resident Aliens must provide Alien Registration Number/Green Card

**State Permits can be obtained at the following locations:
Please call for availability.**

DPS Headquarters

1111 Country Club Road (exit 20 off I91)
Middletown, CT 06457
(860)685-8494

Troop L-Litchfield

452 Bantam Road
Litchfield, CT 06759
(860)567-6814

Troop C - Tolland

1320 Tolland Stage Road
Tolland, CT 06084
(860)896-3271

Troop E-Montville

I-395 (between exits 79 & 79a)
Montville, CT 06382
(860)848-6539

Troop G-Bridgeport

149 Prospect Street
Bridgeport, CT 06604
(800)575-6330