

Pistol Permit Filing Information

On this sheet, you will find information (no application) for filing for a pistol permit. Please read this in its entirety to avoid confusion.

Processing of a Wayne County pistol permit application has changed. Effective January 12, 2009, pistol permits will be processed by appointment only. Walk-in requests will not be granted. Applicants can call 315-946-5790 and request an appointment time for a pistol permit. Appointments will be scheduled between 8:30 am and 3:00 pm on Mondays through Fridays. Fingerprints for pistol permits will be taken electronically therefore; you will not be able to pick up an application. Instead, you are required to pre-pay (see below), you will be fingerprinted electronically and your application will be printed out for you to complete. You must be 21- years old to apply.

- When you come in for your appointment you will need \$124.25 in CASH ONLY
 - a. \$94.25 goes to the Division of Criminal Justice Services.
 - b. \$30 is for County filing fees and photos.

The Records Office personnel will fingerprint and photograph you at this time; your fingerprints will be processed electronically and printed on your application.

Once you have been fingerprinted, you will take your application (2 copies) with you to complete in black ink. Both copies must be returned to the records office.

With the new procedures of filing pistol permits we are unsure how long before you receive your permit once the process has been completed.

Please note that, by law, you should not be in possession of a handgun prior to issuance of the permit. If you have inherited a handgun or if for some other reason you are in possession, you should call the Sheriff's Office to have someone pick up the handgun for safekeeping. A Deputy will give you a receipt and secure the handgun in a secure location until you appear with the permit to pick it up. When you complete the application, nothing on the application should indicate that the handgun is in your possession.

4/4/10

NYSID NUMBER

LICENSE NUMBER

DATE OF ISSUE

PPB-3 REV. 10/03

STATE OF NEW YORK

PISTOL/REVOLVER LICENSE APPLICATION

INSTRUCTIONS:

black ink only

COUNTY OF ISSUE

EXPIRATION DATE

CITIZEN OF U.S.A.
 YES NO

EMPLOYED BY

NATURE OF BUSINESS

BUSINESS ADDRESS

Complete

I HEREBY APPLY FOR A PISTOL/REVOLVER LICENSE TO (Check one only) CARRY CONCEALED * POSSESS ON PREMISES
 * POSSESS/CARRY DURING EMPLOYMENT (* Home address or place of employment must be provided)

STREET ADDRESS OR OTHER LOCATION

CITY, VILLAGE, TOWN

ZIP CODE

A LICENSE IS REQUIRED FOR THE FOLLOWING REASON:

GIVE FOUR CHARACTER REFERENCES WHO BY THEIR SIGNATURE ATTEST TO YOUR GOOD MORAL CHARACTER

LAST, FIRST, MI

STREET ADDRESS

CITY, VILLAGE, TOWN

SIGNATURE

4 Need 4 References to Complete

HAVE YOU EVER BEEN ARRESTED, SUMMONED, CHARGED OR INDICTED ANYWHERE FOR ANY OFFENSE, INCLUDING DWI (EXCEPT TRAFFIC INFRACTIONS)? YES NO IF YES, FURNISH THE FOLLOWING INFORMATION:

DATE

POLICE AGENCY

CHARGE

DISPOSITION - COURT AND DATE

6

HAVE YOU EVER BEEN TERMINATED/DISCHARGED FROM ANY EMPLOYMENT OR THE ARMED FORCES FOR CAUSE?

YES NO

HAVE YOU EVER UNDERGONE TREATMENT FOR ALCOHOLISM OR DRUG USE?

YES NO

HAVE YOU EVER SUFFERED ANY MENTAL ILLNESS, OR BEEN CONFINED TO ANY HOSPITAL, PUBLIC OR PRIVATE INSTITUTION, FOR MENTAL ILLNESS?

YES NO

HAVE YOU EVER HAD A PISTOL LICENSE, DEALER'S LICENSE, GUNSMITH LICENSE, OR ANY APPLICATION FOR SUCH A LICENSE DISAPPROVED, OR HAD SUCH A LICENSE REVOKED OR CANCELLED?

YES NO

DO YOU HAVE ANY PHYSICAL CONDITION WHICH COULD INTERFERE WITH THE SAFE AND PROPER USE OF A HANDGUN?

YES NO

HAVE YOU EVER BEEN CHARGED, PETITIONED AGAINST, A RESPONDENT, OR OTHERWISE BEEN A SUBJECT OF A PROCEEDING IN FAMILY COURT?

YES NO

IF ANSWER TO ANY QUESTION IS YES, EXPLAIN HERE:

IF YES to Above - explain here

PHOTOGRAPH OF APPLICANT

FULL FACE ONLY

ANY OMISSION OF FACT OR ANY FALSE STATEMENT WILL BE SUFFICIENT CAUSE TO DENY THIS APPLICATION AND CONSTITUTES A CRIME PUNISHABLE BY FINE, IMPRISONMENT, OR BOTH.

I AM AWARE THAT THE FOLLOWING CONDITIONS AFFECT ANY LICENSE WHICH MAY BE ISSUED TO ME:

1. NO LICENSE ISSUED AS A RESULT OF THIS APPLICATION IS VALID IN THE CITY OF NEW YORK.
2. ANY LICENSE ISSUED AS A RESULT OF THIS APPLICATION WILL BE VALID ONLY FOR A PISTOL OR REVOLVER SPECIFICALLY DESCRIBED IN THE LICENSE PROPERLY ISSUED BY THE LICENSING OFFICER.
3. IF I PERMANENTLY CHANGE MY ADDRESS, NOTICE OF SUCH CHANGE AND MY NEW ADDRESS MUST BE FORWARDED TO THE SUPERINTENDENT OF THE STATE POLICE AND IN NASSAU COUNTY AND SUFFOLK COUNTY, TO THE LICENSING OFFICER OF THAT COUNTY, WITHIN 10 DAYS OF SUCH CHANGE.
4. ANY LICENSE ISSUED AS A RESULT OF THIS APPLICATION IS SUBJECT TO REVOCATION AT ANY TIME BY THE LICENSING OFFICER OR ANY JUDGE OR JUSTICE OF A COURT OF RECORD.

JURAT:

SIGNED AND SWORN TO BEFORE ME

THIS _____ DAY OF _____, 20____

Sign here - in front of Notary

SIGNATURE OF APPLICANT

SIGNATURE OF OFFICER ADMINISTERING OATH

1. RIGHT THUMB	2. RIGHT FOREFINGER	3. RIGHT MIDDLE FINGER	4. RIGHT RING FINGER	5. RIGHT LITTLE FINGER
6. LEFT THUMB	7. LEFT FOREFINGER	8. LEFT MIDDLE FINGER	9. LEFT RING FINGER	10. LEFT LITTLE FINGER

PLAIN IMPRESSIONS TAKEN SIMULTANEOUSLY

LEFT FOUR FINGERS	THUMBS TAKEN TOGETHER	RIGHT FOUR FINGERS

IMPRESSIONS TAKEN BY: NAME _____ RANK _____ SHIELD _____ DATE _____

APPLICANT'S SIGNATURE AND ADDRESS: _____

INVESTIGATION REPORT - ALL INFORMATION PROVIDED BY THIS APPLICANT HAS BEEN VERIFIED:

NAME _____ RANK _____ ORGANIZATION _____

RECOMMEND APPROVAL - DISAPPROVAL: (STRIKE OUT ONE) SIGNATURE OF INVESTIGATING OFFICER _____

THIS APPLICATION IS APPROVED - DISAPPROVED (STRIKE OUT ONE) THE FOLLOWING RESTRICTION(S) IS (ARE) APPLICABLE TO THIS LICENSE:

TITLE AND SIGNATURE OF LICENSING OFFICER _____

IF LICENSING OFFICER AUTHORIZES THE POSSESSION OF A PISTOL OR REVOLVER AT THE TIME OF ISSUE OF ORIGINAL LICENSE, FURNISH THE FOLLOWING INFORMATION:

MANUFACTURER	PISTOL OR REVOLVER	CALIBER	SERIAL NUMBER	MODEL	PROPERTY OF:
	⑨				
	List one gun				

Duplicate of this application must be filed with the Superintendent of State Police within 10 days of issuance as required by Penal Law Section 400.00 Subd. 5.



**State of New York
County of Wayne**

County Court

**Hon. Dennis M. Kehoe
Hon. John B. Nesbitt
Hon. Daniel G. Barrett**
Judges

Telephone 315-946-5435
Fax 315-946-5434
e-mail: npilkent@courts.state.ny.us

Room 323
Hall of Justice
54 Broad Street
Lyons, New York 14489-1199

February 11, 2010

Dear Pistol Permit Applicant:

In regard to your application for a pistol permit, please be advised that you must clearly indicate whether you are seeking a pistol permit to "carry concealed" while hunting and target shooting, or alternatively, an unrestricted permit as provided for in New York Penal Law §400.00(2)(f).

If you are seeking a carry concealed permit authorizing you to possess a weapon in your household, as well as for target shooting and/or hunting, and to carry in your car in connection with those purposes, no additional explanation is required. However, if you are seeking an unrestricted pistol permit to carry a firearm for other purposes, New York law requires that you set forth on your application reasons that support your belief that "proper cause exists" to authorize the issuance of an unrestricted permit.

If you fail to set forth such reasons, the Court will assume that your application seeks a permit authorizing you to possess a firearm in your household, and for target shooting, hunting and to transport a weapon in a vehicle for those purposes. In the event you do not presently request an unrestricted permit, you may file an application to amend your permit at some future time by then setting forth facts constituting "proper cause". The Clerk may impose a fee to process the amendment application.

For your information a showing of "proper cause" for an unrestricted permit may be based on various reasons, including but not limited to the need for personal protection based on your individual circumstances.

Very truly yours,

Dennis M. Kehoe
John B. Nesbitt
Daniel G. Barrett
County Court Judges

PISTOL PERMIT APPLICATION INSTRUCTIONS

NOTE: BOTH applications need to be completed and in BLACK INK ONLY Refer to attached blank application for assistance ON FRONT OF APPLICATION

1. Complete (2 lines) present occupation information
2. Check appropriate box stating for what type of pistol permit you are applying
3. State the reason you are applying for a pistol permit ****SEE ATTACHED LETTER ****
4. You must have four (4) character references complete their name, address and signature section.
 - a. Your character references cannot be relatives or Wayne Co Sheriff's Office / Jail employees
 - b. Your character references MUST be Wayne County residents
5. Check box 'yes' or 'no' to answer if you have ever been arrested, summoned, charged or indicted anywhere for ANY offense, including DWI (except traffic infractions).
This includes any SEALED or Juvenile offenses
6. If 'yes', provide information regarding charges
 - a. If you do not know your exact arrest date you can use an approximate
 - b. You can check with the arresting agency or the court for more information
 - c. Disposition is what the outcome of the arrest was (i.e. fine, jail, license suspension etc)
 - d. If more room is needed you can add an additional paper but it must be in duplicate
7. Answer 'yes' or 'no' to the listed questions
8. Have notarized. DO NOT sign until you are in front of a Notary

ON BACK OF APPLICATION

9. Provide gun information
 - a. Only ONE gun may be listed (others can be added as an amendment at the **Wayne County Clerk's Office** after permit is issued)
 - b. If you are buying gun from a dealer then in 'property of' provide dealer name and phone number
 - c. If you are using a gun that is already on someone else's pistol permit then list that person's name and phone number **and** include a consent form signed by that individual and notarized

When both applications are completed they need to be returned in person, to the Wayne County Sheriff's Records Office. No appointment is necessary to return applications.

Wayne County Clerk's Office 315-946-7470

Wayne County Sheriff's Records Office 315-946-5790

CONSENT FORM

I _____, _____, _____
Permit Holder Permit # Date of Issue

_____, do hereby give permission to
County of Issue

_____ to list my gun on his/her permit as follows

<u>MAKE</u>	<u>CALIBRE</u>	<u>SERIAL #</u>	<u>MODEL</u>	<u>REV OR AUTO</u>
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Permit Holder's Signature

Subscribed and sworn to before me

This _____ day of _____, 20____

NOTARY PUBLIC