



TOWN OF OLD LYME

OFFICE OF THE SELECTMEN

52 Lyme Street
Old Lyme, CT 06371
www.oldlyme-ct.gov
Tel. (860) 434-1605
Fax (860) 434-1400

Date: _____

Dear Applicant,

In order to apply for a 60-day temporary Pistol Permit from the Town of Old Lyme, the following items need to be submitted to the Selectman's Office for processing:

- A completed Pistol Permit Application;
- A recent National Rifle Association (NRA) Certificate;
- Two Fingerprint Cards (one for the State of CT and one for the FBI);
- Two separate Certified Checks or Money Orders made payable to "Treasurer – State of CT" (one for \$50.00 for the State of CT and one for \$16.50 for the FBI background check and processing fees).

Once background checks are completed through the Federal and State agencies, which can take up to 8-10 weeks to process, there will be a \$35 charge due to the Town of Old Lyme. You will receive a 60-day temporary permit, which needs to be submitted in person at the State of CT, Dept. of Public Safety, 1111 Country Club Road, Middletown, CT in order to receive a pistol permit valid for five years. You will need to bring the following items to the Dept. of Public Safety:

- The 60-day temporary permit issued by the Town;
- Payment of \$70, either by check, Money Order, made payable to the "Treasurer, State of CT", or exact cash payment;
- 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.

Please feel free to call me at 860-434-1605, ext. 212, with any questions you may have.

Sincerely

Michele Hayes-Finn
Office Manager-Selectman's Office

/mhf
Encls.

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:

Valid 60-day temporary permit

Personal check or money order payable to D.P.S. for \$70.00 - NO CASH

Drivers License or Connecticut Identification Card

Proof of Citizenship -- Birth certificate, U.S. Passport, Naturalization Papers

Legal Resident Aliens must provide Alien Registration Number/Green Card

Troop locations closed during inclement weather.

DPS Headquarters
1111 Country Club Rd.
(Exit 20 off I-91)
Middletown, Ct. 06457
(860)-685-8494
Mon. through Fri.
8:30 a.m. - 4:15 p.m.

Troop G - Bridgeport
149 Prospect St.
Bridgeport, Ct. 06604
(800)-575-6330
Tue, Wed, Fri. & Sat.
8:00 a.m. - 12:00 p.m. & 12:30 p.m. - 4:00 p.m.
Thursdays:
11:00 a.m. - 1:30 p.m. & 2:00 p.m. - 7:00 p.m.

Troop C - Tolland
1320 Tolland Stage Rd
Tolland, Ct. 06084
(860)- 896-3271
1st and 3rd Tuesdays of the month
8:30 a.m.- 12:00 & 12:30 p.m.- 4:00 p.m.

Troop E - Montville
I-395 (between exits 79 & 79A)
Montville, Ct. 06382
(860)- 848-6539
1st three Wednesdays of the month
7:30am - 2:00pm, closed 11-11:30 am

Troop L - Litchfield
452 Bantam Rd.
Litchfield, Ct. 06759
(860)- 567-6814
1st and 3rd Mondays of the month
8:30 a.m. - 12:00 & 12:30 p.m.- 4:00 p.m.



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Directions:

State of Connecticut; Department of Public Safety
1111 Country Club Road
Middletown, CT 06457
Tel. # (860) 685-8494

To have fingerprinting cards made directly.

Please note that there's a \$15.00 charge made payable to them upon receipt of cards.

From Old Lyme:

- Route 95 South to
- Route 9 North to
- Route 91 South to
- Exit 20
- Left at end of ramp
- Take a right at stop sign
- Building on left

Department of Emergency Services and Public Protection
 Division of State Police
 Special Licensing and Firearms Unit

PISTOL PERMIT APPLICATION

• 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. For those without Internet access, please contact your local library.
 • For 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.

I. Type of Permit Requested:

- Check Box:
- Temporary State Pistol Permit
 - Non-Resident State Pistol Permit
 - Eligibility Certificate to Purchase Pistols or Revolvers

II. Instructions:

Instructions for Temporary State Pistol Permits:

1. Complete this form (DPS-799-C) and submit to appropriate local authority (local police, resident state trooper or first selectperson, as applicable) along with the below:
 - Completed State and Federal fingerprint cards with \$50.00 fee and a \$16.50 fee payable to **Treasurer, State of Connecticut** for criminal history background checks;
 - Firearms Safety & Use Course Certificate;
 - \$70.00 payable to the local authority;
 - 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.).
2. Upon approval, the local authority will issue a Temporary State Permit to Carry Pistols and Revolvers (DPS-11-C), effective for 60 days.
3. Within the 60 day period, go to a DESPP, Division of State Police, pistol permit location and submit the following:
 - 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 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.).

• Your photograph will be taken at DESPP.

**Instructions for Non-Resident State Pistol Permits:
(Contact DESPP for packet)**

- You must hold a valid permit or license to carry a pistol or revolver issued by a recognized United States jurisdiction.*
- Complete this form and submit to DESPP, Division of State Police, pistol permit location along with the below:
- Completed State of CT and Federal fingerprint card with \$50.00 fee and \$16.50 fee payable to **Treasurer, State of Connecticut** for criminal history background checks;
 - Firearms Safety & Use Course Certificate;
 - \$70.00 payable to **Treasurer, State of Connecticut**;
 - Completed Application for State Permit to Carry Pistols and Revolvers form (DPS-46-C);
 - Complete DPS-129-C and attach 2x2 color photograph (passport style), sign and notarize form;
 - A 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.).

Provide Out of State Pistol Permit Information:

State of Issue: _____
 Expiration Date: _____
 Permit Number: _____

Instructions for Eligibility Certificates to Purchase Pistols or Revolvers:

- Complete this form and submit to DESPP, Division of State Police, pistol permit location along with the below:
- Completed State and Federal fingerprint card with \$50.00 fee and \$16.50 fee payable to **Treasurer, State of Connecticut** for criminal history background checks;
 - Firearms Safety & Use Course Certificate;
 - \$35.00 payable to **Treasurer, State of Connecticut**;
 - Application for a State Eligibility Certificate for a Pistol or Revolver (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.).

Note: All fees for all categories are separate payments.

Department of Emergency Services and Public Protection
Division of State Police

G. 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, signed by the pistol or revolver instructor.*

Instructor: (Check applicable box)

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

State Instructor's Name and ID Number: _____

H. Declaration:

I understand that any false statement made herein, which I do not believe to be true and which is intended to mislead a public servant in the performance of their official function, is punishable in Connecticut pursuant to state statute (C.G.S. Sec. 53a-157b). I further understand that any statements in this application that is determined to be false or inaccurate shall constitute grounds for the permit or certificate not to be issued, or if issued before the facts are known, shall be cause for revocation. 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 to carry pistols or revolvers is denied or your permit is revoked, you may notify the Board of Firearm Permit Examiners, 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 be reinstated. Additionally, in the event that your permit application has not been processed by the local issuing authority within eight (8) weeks, you should notify the Board of Firearm Permit Examiners. Contact Information for the Board of Firearm Permit Examiners, State Office Building 20 Trinity St., Hartford, CT 06106. Telephone (860) 256-2977 or (800) 996-7078.

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)

**Department of Emergency Services and Public Protection
Division of State Police**

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For Official Use Only:

Application Received: <input type="checkbox"/> <input type="checkbox"/> Month/Day/Year	FBI Sent: <input type="checkbox"/> No <input type="checkbox"/> Yes FBI Reply: <input type="checkbox"/> No <input type="checkbox"/> Yes ICE Response: <input type="checkbox"/> No <input type="checkbox"/> Yes DMHAS: <input type="checkbox"/> No <input type="checkbox"/> Yes SPBI: <input type="checkbox"/> No <input type="checkbox"/> Yes Number: _____	Application Status: <input type="checkbox"/> Approved <input type="checkbox"/> Denied _____ (Signature and title of issuing authority)
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