INSTRUCTIONS FOR LICENSE TO CARRY A CONCEALABLE WEAPON

NO APPLICATIONS WILL BE CONSIDERED UNLESS THE FOLLOWING HAVE BEEN ACCOMPLISHED:

1. This official application form must be filled out completely by the applicant. Please PRINT OR TYPE application or IT WILL BE RETURNED.

2. The application must be NOTARIZED and MUST BE SIGNED OR STAMPED by the local Police Chief or a city hall official in the city or town of the applicant’s residence.

3. Enclose two (2) 1" X 1" pictures of the applicant taken without headgear or glasses. This photo must be a clear, colored picture of the head and face. Please PRINT applicant’s name on the back of each picture. NO laminated photos will be accepted.

4. Three (3) references AND reference letters are required for NEW applications and are to be submitted along with the application. All three references are to TYPE (not handwritten) a letter for the applicant pertaining to the gun permit that is SIGNED, DATED AND MUST BE NOTARIZED. Reference letters must be written by the reference, not the applicant, and cannot be identical.

5. Three references ONLY are required for RENEWAL applications. NO reference letters are needed.

6. Proof of qualification before a certified weapons instructor; i.e., N.R.A. Instructor or Police range instructor must be supplied along with a copy of the instructor’s NRA/FBI firearms instructor’s certification. Qualifications will only be accepted up to one-year-old and you cannot qualify yourself.

7. Two types of positive identification must be submitted, photocopied, signed and dated by a Notary Public, attesting to be true copies.

8. All NON-RESIDENT APPLICANTS must include a copy of their home state permit

9. All new pistol permits issued from this office must have a full set of applicant’s fingerprints submitted on a FBI FINGERPRINT APPLICANT CARD [FD-258 (Rev. 12-29-82)] included with be application. Fingerprint card must be signed by applicant. This is not necessary for a renewal application

10. If the permit is to be used for employment, a TYPED AND SIGNED letter of explanation must be submitted on your employer’s letterhead and included with the application. Also, please include a copy of the business license as proof that the business exists.

11. If the permit is NOT for employment, a typed letter must be submitted by the applicant stating the reasons why a permit is needed on a full time basis. All letters must be dated. We will not accept a photocopy of any letter.

12. Retired Police Officers applying under 11-47-18 must submit a letter of verification from the Chief of Police of the department which they retired from stating that they have completed 20 years of good standing.

13. A Forty dollar ($40.00) CHECK OR MONEY ORDER must be presented when picking up permit. DO NOT SEND A CHECK OR MONEY ORDER WITH YOUR APPLICATION.

14. Applicant will be notified by mail of approval or denial of permit. If approved, applicant must appear in person to pick up permit. This application, fingerprint card, and photo’s become part of the records of the Attorney General and will not be returned.
15. All permits will expire FOUR (4) YEARS from the date of issue. Also, the renewal of your permit is your obligation. No notification of expiration of the permit will be sent to you. Allow a maximum of 90 DAYS for processing of your application due to the fact that this department is dependent on other agencies for information necessary to complete the application.

PLEASE NOTE:
The recipient of this permit agrees that he/she shall not duplicate or allow to be duplicated the permit or any part of it, including, but not limited to, the State Seal or a facsimile thereof contained therein in any matter. The recipient expressly agrees that any violation of this provision is grounds to revoke his or her permit.
APPLICATION FOR LICENSE TO CARRY A CONCEALABLE WEAPON

DATE _____________________ PERMIT NUMBER __________________

NAME________________________________________________________
  First        Middle        Last

ADDRESS _______________________________________________________
  Street Name and Number (No P.O. Boxes accepted) City or Town State & Zip

TELEPHONE NUMBER _____________________________________________
  Home        Business        Other

SOCIAL SECURITY NUMBER____________________ OCCUPATION________________

EMPLOYED
BY:_____________________________________________________________

Employer’s Address _______________________________________________
  Street Name and Number City or Town State & Zip

DETAIL JOB DESCRIPTION__________________________________________

DATE OB BIRTH________________________ PLACE OF BIRTH________________

HEIGHT_________ WEIGHT_________ COLOR OF EYES_________ COLOR OF HAIR_____

ARE YOU A CITIZEN OF THE UNITED STATES?________________ HOW LONG?_____________

(If you are not a citizen of the United States, a copy of both sides of your alien registration card must be included with this application.)

LIST ALL ADDRESSES FOR THE LAST THREE YEARS, INCLUDING DATES AND LOCATIONS
HAVE YOU EVER BEEN ARRESTED?_____________  IF SO, GIVE DETAILS
__________________________________________________________________________________________

HAVE YOU EVER BEEN UNDER GUARDIANSHIP OR CONFINED OR TREATED FOR MENTAL ILLNESS?________  IF SO, GIVE DETAILS
__________________________________________________________________________________________

HAVE YOU EVER BEEN CONVICTED OF A CRIME?________  IF SO, GIVE DETAILS
__________________________________________________________________________________________

HAVE YOU EVER PLED NOLO CONTENDRE TO ANY CHARGE OR VIOLATION?________  IF SO, GIVE DETAILS
__________________________________________________________________________________________

ARE YOU UNDER INDICTMENT IN ANY COURT FOR A CRIME PUNISHABLE BY IMPRISONMENT EXCEEDING ONE YEAR?__________  IF SO, GIVE DETAILS AND DATES
__________________________________________________________________________________________

HAVE YOU APPLIED FOR A PERMIT TO CARRY A CONCEALED PISTOL OR REVOLVER FROM THE ATTORNEY GENERAL OR A LOCAL CITY OR TOWN IN RHODE ISLAND?  _____________
IF SO, GIVE CITY OR TOWN___________________________ IF SO, IS IT CURRENTLY?
ACTIVE?_______  EXPIRED?_______  DENIED?_______  REVOKED?_______

(If you hold an expired permit, enclose photocopy, notary-signed and dated, attesting copies are true)

HAVE YOU EVER APPLIED FOR A PISTOL PERMIT TO CARRY A HANDGUN IN ANOTHER STATE: YES_______  NO_______  IF YES, STATE AND CITY____________________________________
WERE YOU DENIED?_______  IS SO, GIVE DETAILS________________________________________

SEND PHOTOCOPY OF OUT-OF -STATE PERMIT OR LICENSE

HAVE YOU EVER HAD A LEGAL NAME CHANGE?_______  IF YES, PLEASE STATE FORMER NAME
__________________________________________________________________________________________

PLEASE LIST NICKNAMES OR ALIAS USED BY YOU_____________________________________________
TO THE CHIEF OF POLICE OR CITY HALL OFFICIAL __________________________________________

City or Town and State

THIS IS TO INFORM YOU THAT ____________________________________________________________

Applicant’s Name (Printed or Typed)

IS APPLYING FOR A PISTOL PERMIT TO CARRY A CONCEALED PISTOL OR REVOLVER IN THE STATE OF RHODE ISLAND. WE WOULD LIKE FOR YOU TO VERIFY THAT THIS SUBJECT LIVES IN YOUR CITY OR TOWN OR STATE, IN YOUR JURISDICTION ONLY. (POLICE CHIEF MAY SEND IN LETTER IF HE/OR SHE WISHES REGARDING THE APPLICANT)

Police Chief or City Hall’s Official Signature Date

ON A SEPARATE SHEET OF PAPER OR LETTERHEAD, TYPE DETAILS AND SPECIFIC REASONS FOR YOUR NEED FOR A RHODE ISLAND PERMIT (ONLY TYPED LETTERS WILL BE ACCEPTED)

TWO (2) TYPES OF POSITIVE IDENTIFICATION MUST BE SUBMITTED. EXAMPLES:
(1) Birth Certificate (2) Rhode Island or State Driver’s License (3) Rhode Island Identification Card

A PHOTOCOPY OF ANY TWO OF THE ABOVE SIGNED AND DATED BY A NOTARY PUBLIC, ATTESTING AS BEING TRUE COPIES WILL BE ACCEPTED. PASSPORT AND OTHER POSITIVE IDENTIFICATION WILL ALSO BE ACCEPTED.

THREE (3) REFERENCES ARE REQUIRED:

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Name          Address/City/State/Zip | Area Code/Tele No# | Years Known |
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NOTE: THE RI COMBAT COURSE IS FOR LAW ENFORCEMENT PERSONNEL ONLY
ALL OTHERS MUST QUALIFY IN ACCORDANCE TO 11-47-15

APPLICANT MUST QUALIFY AND INSTRUCTOR MUST COMPLETE SECTION BELOW WITHIN ONE (1) YEAR PRIOR TO SUBMITTING APPLICATION.

WEAPON QUALIFICATION SCORE: CAL.OF WEAPON__________________________
AMY-L _______ SCORE__________ R.I. COMBAT _______ SCORE__________

______________________________
SIGNATURE OF N.R.A. INSTRUCTOR OR POLICE RANGE OFFICER  DATE

______________________________
PRINTED NAME & TELEPHONE NO# OF N.R.A. INSTRUCTOR OR POLICE RANGE OFFICER

______________________________
N.R.A. NUMBER OR POLICE DEPARTMENT NAME

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AFFIDAVIT

______________________________
Applicant’s Signature

BEFORE A NOTARY PUBLIC

SUBSCRIBED AND SWORN TO BEFORE ME IN ________________________________, RHODE ISLAND

THIS______________ DAY OF__________________________, 20____.

______________________________ Notary Public Signature  ________________________________ Notary Public (Name Printed)

MY COMMISSION EXPIRES ON ________________________________

Month    Year    State