

TOWN OF EAST LYME

PISTOL PERMIT PROCEDURE

1. COMPLETE STATE PISTOL PERMIT APPLICATION – THIS MUST BE FILLED OUT COMPLETELY AND NOTARIZED PRIOR TO YOUR APPOINTMENT
2. CALL THE EAST LYME POLICE DEPARTMENT TO MAKE AN APPOINTMENT FOR FINGERPRINTING. (860-739-5900)
3. BRING WITH YOU TO YOUR APPOINTMENT:
 - A. DRIVER'S LICENSE. IF YOUR LICENSE DOES NOT INDICATE YOUR EAST LYME ADDRESS YOU WILL NEED TO PROVIDE PROOF OF RESIDENCY- I.E. TAX BILL, UTILITY BILL, RENTAL AGREEMENT OR RECEIPT.
 - B. YOUR ORIGINAL SAFETY COURSE CERTIFICATE AND SIGNED CERTIFICATE OF COMPLETION
 - C. IF YOU WERE IN THE MILITARY, A COPY OF YOUR DD-214
 - D. \$20 CASH FOR FINGERPRINTING FEE AND A CREDIT CARD TO COMPLETE PRE-ENROLLMENT FOR CSP AND FED BACKGROUND CHECK
4. WHEN YOU ARRIVE, YOU WILL SIGN PRIVACY ACT STATEMENTS AND BE ISSUED A SERVICE CODE FOR PRE-ENROLLMENT.
5. AT THE POLICE DEPARTMENT - PRE-ENROLL AND BE FINGERPRINTED.
6. LEAVE ALL PAPERWORK WITH THE OFFICER FOR A BACKGROUND INVESTIGATION
7. WHEN THE CRIMINAL HISTORY IS RECEIVED BACK, YOUR APPLICATION WILL BE REVIEWED BY A SGT. AND YOUR TEMPORARY PISTOL PERMIT WILL BE ISSUED. YOU WILL BE NOTIFIED. AT THIS TIME, YOU MUST BRING WITH YOU A CHECK, MONEY ORDER OR EXACT CASH IN THE AMOUNT OF \$70.00 (PAYABLE TO TOWN OF EAST LYME)
8. YOU WILL THEN BE GIVEN WRITTEN INSTRUCTIONS ON HOW TO OBTAIN YOUR STATE OF CONNECTICUT 5 YEAR PISTOL PERMIT.