

60 DAY TEMPORARY STATE PISTOL PERMIT PROCESS

Application Process: After the individual takes their NRA class, the next step is obtaining fingerprints. We suggest that the applicant goes to the Department of Public Safety, Fingerprint Unit, 1111 Country Club Road, Middletown between the hours of 8:30 a.m. and 4:15 p.m. an appointment is not needed. The fee for the fingerprint is \$15.00. This location is recommended as there are no errors made as they are done digitally.

Once the applicant has his/her fingerprints completed, (We) The Town Manager's Office **requires** a completed **application** which can be obtained off the DPS website or from the Town Manager's Office and needs to be **notarized**, we can also notarize for a fee of \$5.00; a **copy of their NRA certificate**, the **fingerprint card** and **three separate checks**, a **\$70.00 check made out to the Town of Hebron** for the application fee; **two checks to the Treasurer, State of Connecticut one for \$12.00 and one for \$50.00**. These fees are for the State and F.B. I. background check.

The Town Manager's Office then mails the fingerprint card and the two checks to the State DPS.

We then wait for a response from the State; make sure there is no record or something that would prohibit individual from getting their permit, if there is, the Town Manager will review and make a recommendation.

If there are no issues a Temporary Permit is completed and given to the Town Manager for signature. The Temporary permit is then mailed to the applicant along with instructions for the State permit.