

Pistol Permit Filing Instructions

On this sheet, you will find instructions (no application) for filing for a pistol permit. Please read these instructions in their entirety to avoid any 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 Monday through Thursday. 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.

Before returning your application to the Records Office:

- You must have four (4) character references complete the name, address and signature section. Your character references cannot be relatives or Wayne County Sheriff's Office / Jail employees and must be Wayne County residents.
- You must have your application notarized.

- One gun must be registered at the time of your application. There is a spot on the back of the application for you to insert the make, caliber and serial number of the gun you will be registering. If purchasing a gun the name of the gun dealer must be provided. If using a gun that is already on another's permit a signed, notarized consent form must be completed.
- Individuals applying for purposes of hunting must exhibit a NYS hunting license or certification from the NRA of completion of a firearms course. Personal protection must be explained, i.e. transporting large sums of money, security guards, etc. Competitive pistol shooting must have an affidavit sworn to by the team captain or manager.

No pistol permit will be issued to a person convicted of a criminal offense. With the new procedures of filing pistol permits we are unsure how long before you receive your permit once the process has been completed.

2.6.09

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