

TOWN OF NORTH HAVEN

DEPARTMENT OF POLICE SERVICES 8 LINSLEY STREET, NORTH HAVEN, CONNECTICUT 06473

July 2021



To: Pistol Permit Applicants

From: Investigative Services Division

Re: Instructions for Applicants

Effective 10-01-09, Public Act No. 01-130, which revises C.G.S. Section 29-38, mandates a single permit system within the State of Connecticut. The law does not allow the issuance of a local permit to carry pistols or revolvers. Upon application of any person having a bona fide residence within the Town of North Haven, a temporary state permit may be issued.

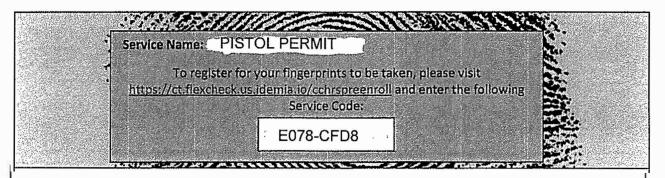
The applicant shall complete form DPS-799C completely and legibly and such form must be signed in the presence of a Notary Public.

Return the complete application to the North Haven Police Department with the following:

- a. Application form
- b. A copy of your birth certificate
- c. A copy of your driver's license
- d. A COLOR photo of yourself. (Ex. Passport type, not 8x10, can be any small picture)
- e. The make of all pistols you have in your possession, including caliber, barrel length & serial #
- f. A certificate of competency with pistols or revolvers after completing a course approved by the Commissioner of Public Safety, the Department of Environmental Protection or the National Rifle Association
- g. Applicable Fees: **Submit a Certified Bank Check or Money order in the amount of \$70.00 payable to the "Town of North Haven".** The state fee of \$88.25 for the background check will now be paid online when you register to be fingerprinted (see instructions below).
- h. You must be fingerprinted at the North Haven Police Department. Fingerprinting hours are available on Tuesdays between the hours of 8:30 a.m. 10:30 a.m. and 4:00 p.m. 6:00 p.m. Appointments are not necessary; however, YOU MUST REGISTER ONLINE BEFORE BEING FINGERPRINTED. The link is PreEnrollment(idemia.io) and the SERVICE CODE you will enter is E078-CFD8. Upon completion of registering, you will receive An Applicant Transaction Number which needs to be brought with you to the North Haven Police Department and given to the person taking your fingerprints (see attached Fingerprint Service Code instruction form).

You will be notified by telephone regarding the approval of your permit. After the issuance of the Temporary State Permit, you will have to apply for the regular State Pistol Permit within 60 days. If the permit is denied, the applicant will have 90 days to appeal the refusal with the Department of Public Safety Special Licensing Unit.

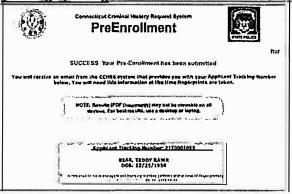
Connecticut Criminal History Request System Fingerprint Service Code Form

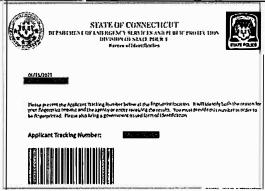


Service Code is unique to your hiring/licensing agency. Do not use this code for another purpose. https://ct.flexcheck.us.idemia.io/cchrspreenroll

- After entering the Service Code, confirm the Fingerprint Reason by selecting the "Yes This information looks Correct" option.
- Complete the Pre-Enrollment information as completely as possible. All fields in bold font/blue highlight
 are mandatory to move forward with the process. After filling out all applicable fields, move to the next
 section by selecting the "Submit Pre-Enrollment" button at the bottom of the screen.

After completing the pre-enrollment steps, a confirmation screen will appear confirming registration is complete, including your Applicant Tracking Number. <u>This Tracking Number will need to be taken to your fingerprinting session. It will also be sent to the e-mail address you provided during registration</u>







STATE OF CONNECTICUT' DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION DIVISION OF STATE POLICE

Special Licensing and Firearms Unit



PISTOL PERMIT/ELIGIBILITY CERTIFICATE APPLICATION (Pursuant to C.G.S. §§ 29-28 et. seg., 29-36 et. seg., and 53a-217 et. seg.)

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 or through your local library.					
Type of Permit Requested:					
Check Box: Government Govern					
Instructions:					
Instructions for State Pistol Permits:	Instructions for Non-Resident State Pistol Permits:	Instructions for Eligibility Certificates to Purchase Pistols or Revolvers and/or Eligibility Certificates to Purchase Long Guns:			
 Complete this form (DPS-799-C) and submit to appropriate local authority (local police, resident state trooper or first select person, as applicable) along with all of the following: Firearms Safety & Use Course Certificate; \$70.00, fee, payable to the local authority; and 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.). Submit fingerprints for a criminal history check through a law enforcement agency. Fees include a \$75.00 fee and a \$13.25 fee, payable at the agency where the prints are taken. Fees must be paid by separate checks. Upon approval, the local authority will issue a Temporary State Permit to Carry Pistols and Revolvers (DPS-11-C), effective for 60 days. 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 fee, 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.); and Proof of valid state issued photo identification 	**CALL 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 all of the following: Completed State of CT and Federal fingerprint card with \$75.00 fee and \$13.25 fee, payable to Treasurer, State of Connecticut for criminal history background checks; Firearms Safety & Use Course Certificate; \$70.00 fee, payable to Treasurer, State of Connecticut; Completed Application for State Permit to Carry Pistols and Revolvers form (DPS-46-C); Completed DPS-129-C signed and notarized and 2x2 color photograph (passport style); 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.);and Proof of valid state issued photo identification card. Out of State Pistol Permit Information:	1. Complete this form and submit in person at DESPP Headquarters, Division of State Police, located at 1111 Country Club Road, Middletown, Connecticut along with the below: Firearms Safety & Use Course Certificate; \$35.00 fee, payable to Treasurer, State of Connecticut; Application for a State Eligibility Certificate for a Pistol or Revolver or for Long Guns (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.); and Proof of valid state issued photo identification card. 2. Submit fingerprints for a criminal history check through a law enforcement agency. Fees include a \$75.00 fee and a \$13.25 fee, payable at the agency where the prints are taken. Fees must be paid by separate checks. 3. Upon approval, your photograph will be taken at DESPP and you will be issued an eligibility certificate.			
card. 5. Upon approval, your photograph will be taken at	State of Issue: Expiration Date: Permit Number:				

For Department of Emergency Services and Public Protection (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. Note: All payments must be made with separate checks.

STATE OF CONNECTICUT DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION DIVISION OF STATE POLICE

Contact / identifying Information:
Name of Applicant
Last Suffix
First Middle Initial Provide all other names by which you have been known (Maiden name, Aliases, Nicknames, etc.)
(Attach additional sheet(s), if necessary)
Date of Birth Sex Height Weight Eye Color
Month/Day/Year F M X Ft. In. Lbs. Brown Blue Black Green Gray Hazel
Race Hair Color
White □ American Indian/Alaskan Native □ Asian/Pacific Islander □ Brown □ Black □ Blonde □ Red □ Black □ Unknown □ Other □ Gray □ White □ Bald
Place of Birth Social Security Number (Optional, but will help
City/Town State prevent misidentification)
Country of Citizenship Alien Reg. Number (if applicable)
Residential Address (List street address. Post office box numbers are not acceptable)
Number/Street
City/Town State Zip Code
List Residential Addresses for the Last 7 Years (Attach additional sheet(s), if necessary)
*Any subsequent changes of address must be reported within 48 hours to the Special Licensing and Firearms Unit
1.
2.
Mailing Address (If different from current residential address above)
City/Town State Zip Code
Home Telephone Number Motor Vehicle Operator's License Number
Area Code State of Issue
Alternate Telephone Number
Area Code
Employment History:
List Employers for the Last 7 Years (Provide employer's name, address and telephone number) (Attach additional sheet(s), if necessary)
1.
2.
Permit or Eligibility Certificate History:
Have you had a firearms permit, permit application or eligibility certificate of any kind from ANY jurisdiction in the United States denied, suspended or revoked? NO YES
If "YES," provide:
Identify the jurisdiction which issued the denial, suspension or revocation:
2. Date of denial, suspension or revocation:
3 The reason for the denial, suspension or revocation:

STATE OF CONNECTICUT DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION DIVISION OF STATE POLICE

Medical History:
Have you been confined in a hospital for mental illness in the past sixty (60) months by order of a Probate Court? NO YES If "YES," explain: (Attach additional sheet(s), if necessary)
Have you been discharged from custody within the past twenty years after having been found not guilty of a crime by reason of a mental disease or defect? NO YES if "YES," explain: (Attach additional sheet(s), if necessary)
Have you been voluntarily admitted to a hospital for mental illness within the past six (6) months for reasons other than solely for alcohol or drug dependence? NO TES If "YES," explain: (Attach additional sheet(s), if necessary)
Notice: DESPP herein notifies the applicant that, pursuant to C.G.S. §§ 29-28 through 29-38b, DESPP will be notified by the Department of Mental Health and Addiction Services if the applicant has been confined to a hospital for psychiatric disabilities within the preceding sixty (60) months by order of Probate Court, or if the applicant has been voluntarily admitted to a hospital for mental illness within the past six (6) months for reasons other than solely for alcohol or drug dependence. Criminal History:
Have you ever been ARRESTED for any crime, in any jurisdiction? NO YES If "YES," list all arrests, indicating charges, locations, dates of arrest and dispositions. (Attach additional sheet(s), if necessary)
Notice: You are not required to disclose the existence of any arrest, criminal charge or conviction, the records of which have been erased pursuant to C.G.S. §§46b-146, 54-76o, or 54-142a. If your criminal records have been erased pursuant to one of these statutes, you may swear under oath that you have never been arrested. Criminal records that may be erased are records pertaining to a finding of delinquency or that a child was a member of a family with service needs (C.G.S. 46b-146), an adjudication as a youthful offender (C.G.S. 54-76o), a criminal charge that has been dismissed or nolled, a criminal charge for which the person has been found not guilty, or a conviction for which the person received an absolute pardon (C.G.S. 54-142a).
With regard to criminal history information arising from jurisdictions other than the State of Connecticut: You are not required to disclose the existence of any arrest, criminal charge or conviction, the records of which have been erased <u>pursuant to the law of the other jurisdiction</u> . Additionally, you are not required to disclose the existence of an arrest arising from another jurisdiction if you are permitted under the law of that jurisdiction to swear under oath that you have never been arrested.
Have you ever been CONVICTED under the laws of this state, federal law or the laws of another jurisdiction? NO TYES If "YES," list all convictions, include charges, location, date of arrest, and disposition. (Attach additional sheet(s), if necessary)
Are you currently on probation, parole, work release, in an alcohol and/or drug treatment program or other pre-trial diversionary program or currently released on personal recognizance, a written promise to appear or a bail bond for a pending court case? NO TYES If "YES," explain. (Attach additional sheet(s), if necessary)
Within the past five (5) years, have you been the subject of a Protective Order or Restraining Order issued by a court in a case involving the use, attempted use or threatened use of physical force against another person, regardless of the outcome or result of any related criminal case?
If "YES," which court issued the order?
Military History:
Were you ever a member of the Armed Forces of the United States? NO YES (If yes, please include a copy of your DD-214)
Were you ever discharged from the Armed Forces of the United States with a <u>less than</u> Honorable Discharge? NO YES

STATE OF CONNECTICUT DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION DIVISION OF STATE POLICE

	P	roof of Training:	
*Attach a copy of the letter or certific revolvers or long guns (as appropriate, of the course. Instructor: (Check applicable box)	ate attesting tha depending upon	nt you have compl n which permit or ce	eted a course in the safety and use of pistols and ertificate you are requesting), signed by the instructor
☐National Rifle Association ☐Department of Energy and Enviro ☐Other:		tion (DEEP)	
State Instructor's Name and ID Num	ber:		
		Declaration:	
servant in the performance of his or he that any statement in this application to such application. If approved before to	er official function hat is determined he facts are know	n, is punishable by d to be false or inad wn, such approval :	true and which is intended to mislead a public law (See C.G.S. § 53a-157b). I further understand occurate shall constitute grounds for the denial of shall be void if based on a false or inaccurate d to the truth of all information supplied on this
I declare, under the penalties of false	statement, that th	ne answers to the	above are true and correct.
Date	Signed	d	
STATE OF			
COUNTY OF	Print N	Name	
Subscribed and sworn to before	me this da	y of	20
		Name:	
		Notary Public My Commission	Evnirae:
		Commissioner of	
	NOTICE		or Permits
po com un como do como como presentamento.	, nonce, A	shaai Lincess I	VI F GI HILD
Board of Firearms Permit Examine 256-2947, in writing, within ninety	ers, at 165 Cap (90) days, in or	itol Ave., Suite 1 rder to begin you	ficate is denied or revoked, you may notify the 070, Hartford, CT 06106. Telephone: (860) r appeal process. At a hearing before the that your permit or eligibility certificate be
		r Official Use Only	
Application Received:	FBI Sent:	□No □Yes	Application Status:
	FBI Reply:	□No □Yes	Approved Denied
Month/Day/Year	ICE Response: DMHAS:	∐No ∐Yes □No □Yes	
	SPBI:	No Yes	(Signature and title of issuing authority)

NORTH HAVEN POLICE DEPARTMENT PISTOL PERMIT APPLICANT FORM

LAST NAME	FIRST	MIDDLE
ADDRESS	PHONE	MARITAL STATUS
D.O.B.		PLACE OF BIRTH
SCARS/TATTOOS	<u> </u>	
DRIVERS LICENSE #		VEHICLE
OCCUPATION & EMPLOYER		
EDUCATION		

Noncriminal Justice Applicant's Privacy Rights

As an applicant who is the subject of a national fingerprint-based criminal history record check for a noncriminal justice purpose (such as an application for employment or a license, an immigration or naturalization matter, security clearance, or adoption), you have certain rights which are discussed below.

- You must be provided written notification by Acrth Haven Tolice Dept that your fingerprints will be used to check the criminal history records of the FBI.
- You must be provided, and acknowledge receipt of, an adequate Privacy Act Statement when you submit
 your fingerprints and associated personal information. This Privacy Act Statement should explain the
 authority for collecting your information and how your information will be used, retained, and shared. 5
- If you have a criminal history record, the officials making a determination of your suitability for the employment, license, or other benefit must provide you the opportunity to complete or challenge the accuracy of the information in the record.
- The officials must advise you that the procedures for obtaining a change, correction, or update of your criminal history record are set forth at Title 28, Code of Federal Regulations (CFR), Section 16.34.
- If you have a criminal history record, you should be afforded a reasonable amount of time to correct or complete the record (or decline to do so) before the officials deny you the employment, license, or other benefit based on information in the criminal history record.⁶

You have the right to expect that officials receiving the results of the criminal history record check will use it only for authorized purposes and will not retain or disseminate it in violation of federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.⁷

If agency policy permits, the officials may provide you with a copy of your FBI criminal history record for review and possible challenge. If agency policy does not permit it to provide you a copy of the record, you may obtain a copy of the record by submitting fingerprints and a fee to the FBI. Information regarding this process may be obtained at https://www.fbi.gov/services/cjis/identity-history-summary-checks.

If you decide to challenge the accuracy or completeness of your FBI criminal history record, you should send your challenge to the agency that contributed the questioned information to the FBI. Alternatively, you may send your challenge directly to the FBI. The FBI will then forward your challenge to the agency that contributed the questioned information and request the agency to verify or correct the challenged entry. Upon receipt of an official communication from that agency, the FBI will make any necessary changes/corrections to your record in accordance with the information supplied by that agency. (See 28 CFR 16.30 through 16.34.)

If you need additional information or assistance, please contact:

Connecticut Records:
Department of Emergency Services and Public Protection
State Police Bureau of Identification (SPBI)
1111 Country Club Road
Middletown, CT 06457
860-685-8480

Agency of Record
OR
FBI CJIS Division-Summary Request
1000 Custer Hollow Road
Clarksburg, West Virginia 26306

Out-of-State Records:

Applicant Signature	:	Date:

6 See 28 CFR 50.12(b).

Written notification includes electronic notification, but excludes oral notification.

https://www.fbi.gov/services/cjis/compact-council.privacy-act-statement

⁷ See 5 U.S.C. 552a(b); 28 U.S.C. 534(b); 34 U.S.C. § 40316 (formerly cited as 42 U S C § 14616), Article IV(c); 28 CFR 20 21(c), 20 33(d) and 906 2(d).

FBI Privacy Act Statement

This privacy act statement is located on the back of the FD-258 fingerprint card.

Authority: The FBI's acquisition, preservation, and exchange of fingerprints and associated information is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.

Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI.

Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.

As of 03/30/2018

Applicant Signature:	Date:	
In the selection will be abilitable, in a common depression, and common as administrative management and administrative common admin		· all · d· · d· land exceeded decode in manual made is a subminimality to a tilla graphiticistic has not spice