

APPLICATION DIRECTIONS

FIRST TIME (FID) Firearms Identification Card or (LTC) License to Carry

Applicant will need to submit the following:

1. Completed Application
 2. Copy of the Firearms Safety or Hunter Safety Course Certificate of Completion
 3. Money Order made out to the **City of Pittsfield**: FID and LTC-First Time Applicant \$100.00(Regardless of age). We do **NOT** accept CASH/Personal/Business checks/Card payments.
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RENEWALS:

Applicant will need to submit the following:

1. Completed Application with Affidavit
 2. Money Order made out to the **City of Pittsfield**: FID/LTC RENEWAL: \$100.00 (over 70 - No charge). We do **NOT** accept CASH/ Personal/Business checks/Card payments.
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Once you have completed all of the required documentation, you may submit the completed paperwork in an envelope marked "Attention Firearms" at the front desk or by mail:

Pittsfield Police Department
Attention: Firearms
39 Allen Street
Pittsfield, MA 01201

COST	
FID/LTC FIRST TIME	\$100.00 (REGARDLESS OF AGE)
FID/LTC RENEWALS	\$100.00 (OVER 70 NO CHARGE)
FID AGES 15-18	\$25.00
FID RESTRICTED 15-17	\$25.00



**THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF PUBLIC SAFETY AND SECURITY
Department of Criminal Justice Information Services**
200 Arlington Street, Suite 2200, Chelsea, MA 02150
TEL: 617-660-4600 | TTY: 617-660-4606 | mass.gov/cjis

PD USE ONLY	
FTN:	_____
LIC #:	_____

**Submit this form and direct any questions to
your local police department**

**MASSACHUSETTS RESIDENT LTC/FID/MACHINE GUN APPLICATION
FOR NEW/RENEWAL OF A FIREARMS IDENTIFICATION CARD OR LICENSE TO CARRY
FIREARMS OR LICENSE TO POSSESS A MACHINE GUN (M.G.L. c. 140, §§ 129B, 131)**

CHECK ONE:

- New Applicant*
- Renewal - Most Recent License to Carry/FID Number: _____

*NOTE: If application is for a first firearms identification card or license to carry firearms, a copy of the Firearms Safety Certificate or Hunter Safety Course Certificate must be attached, unless exempt by statute. If this is a renewal application, a lost/stolen firearms affidavit must be submitted.

LICENSE APPLICATION TYPE (Check Only One):

- Firearms Identification Card - Restricted (self-defense spray)
- Firearms Identification Card
- License to Carry
- License to Possess a Machine Gun
- Gun Club License (Only the Colonel of the State Police can issue a club license)

EXCEPT FOR SIGNATURE, PRINT OR TYPE ALL REQUESTED INFORMATION:

Last Name		First Name		Middle Name	Suffix
Residential Address		City	State	Zip Code	Telephone Number
Mailing Address		City	State	Zip Code	Telephone Number
Date of Birth	Place of Birth (City, State, Country)				
Mother's First Name	Mother's Maiden Name	Father's First Name	Father's Last Name		
Height	Weight	Build	Complexion	Hair Color	Eye Color
Occupation			Social Security Number	Drivers License Number	
Employed By			Business Address		
City/Town	State	Zip	Telephone Number		

ANSWER THE FOLLOWING QUESTIONS COMPLETELY AND ACCURATELY:

1. Are you a citizen of the United States? YES NO
- If lawful permanent resident alien, give green card number and resident date
- | | | |
|--|-------------------|-----------------------|
| | Green Card Number | Resident Since (date) |
|--|-------------------|-----------------------|
- If naturalized, give date, place and naturalization number
- | | | | |
|--|------|-------|--------------------|
| | Date | Place | Naturalization No. |
|--|------|-------|--------------------|
2. Have you ever renounced your U.S. citizenship? YES NO
3. What is your age? _____ (You must be 21 to apply for a LTC, 18 to apply for a FID card, or 14 to 17 with submission of a certificate of parent or guardian granting permission to apply for a FID card or FID card – Restricted).
4. Have you ever been arrested or appeared in court as a defendant for any criminal offense? YES NO
5. Are you the subject of any pending criminal charges? YES NO
6. Have you ever been convicted of a felony? YES NO
7. Have you ever been convicted of the unlawful use, possession, or sale of controlled substances as defined in M.G.L. c. 94C, § 1? YES NO
8. Have you ever been convicted of a violent crime or a crime of domestic violence? YES NO
9. Have you ever been convicted as an adult or adjudicated a youthful offender or delinquent child in any state or federal jurisdiction? YES NO
10. Are you now, or have you ever been the subject of a restraining order issued pursuant to M.G.L. c. 209A, or a similar order issued by another jurisdiction? YES NO
11. Are you currently the subject of any outstanding arrest warrant in any state or federal jurisdiction? YES NO
12. Have you ever been committed to any hospital or institution for mental illness, or alcohol or substance abuse? YES NO
13. Has any firearms license issued under the laws of any state or territory ever been suspended, revoked, or denied? YES NO
14. Have you been discharged from the armed forces of the United States under dishonorable conditions? YES NO
15. Have you been the subject of an order of the probate court appointing a guardian or conservator? YES NO

If you answered "YES" to any of the questions 2-15, give details which must include dates, circumstances and location; use a separate sheet of paper if necessary.

Have you ever used or been known by another name?

YES NO

If "YES", provide name and explain: _____

Other than Massachusetts, in what state(s), territory(ies), or jurisdiction(s) have you lived?

NONE

Have you ever held a firearms license in any other state, territory or jurisdiction?

YES NO

If "YES", when, where, and license number? _____

List the name and addresses of two references (as required by your licensing authority)

1.

Last Name First Name

Address City/Town State Zip

2.

Last Name First Name

Address City/Town State Zip

Reason(s) for requesting the issuance of a card or license:

Unrestricted Target & Hunting Sporting Employment

Use lines below to indicate the reason(s) you are requesting the license; use a separate sheet of paper if necessary)

WARNING Any person who knowingly files an application containing false information shall be punished by a fine of not less than \$500 nor more than \$1,000 or by imprisonment for not less than 6 months nor more than 2 years in a house of correction, or by both such fine and imprisonment (M.G.L c.140, §§ 129B(8), 131(h)).

I declare the above facts are true and complete to the best of my knowledge and belief and I understand that any false answer(s) will be just cause for denial or revocation of my license to carry firearms. I understand that filing an application that contains false information is a criminal offense.

Signed under the penalties of perjury this _____ day of _____ month _____ year

Signature of Applicant: _____



**CITY OF PITTSFIELD
POLICE DEPARTMENT**

POLICE HEADQUARTERS, 39 ALLEN STREET, PITTSFIELD, MASSACHUSETTS 01201 (413) 448-9700, FAX (413) 448-9733

OFFICE OF THE CHIEF OF POLICE

(413) 448-9717

PROFESSIONALISM • ETHICS • INTEGRITY • SENSITIVITY • ACCOUNTABILITY

IMPORTANT SUPPLEMENTAL INFORMATION REGARDING FIREARMS APPLICATIONS
Please Read This Entire Document Carefully

If your application is denied, it is usually due to one of several factors: disqualifying criminal record, false answer to any question on the application or to any question asked by the licensing administrator during the interview, or criminal information omitted from (or not attached to) the application as required. As a result of enacting the Massachusetts Gun Control Act of 1998, **for the purposes of firearms licensing**, any and all previous detentions, arrests, court appearances, juvenile adjudications, including any "Sealed" records will be accessed and considered in order to determine the statutory eligibility and suitability of all applicants for licenses to carry and possess firearms. After reading this form, you will be asked specific questions regarding personal background, past criminal history, etc. You must answer all questions full and truthfully. Failure to do so will result in your application being denied.

In addition, Question # 4 on the application asks, "Have you ever appeared in any court as a defendant for any criminal offense (excluding non-criminal traffic offenses)? The key word here is "appeared." This does not mean just following an arrest. You must account for any court appearance as a criminal defendant, except for non-criminal traffic offenses. Having been arrested or charged, and convicted of a crime does not necessarily prohibit someone from getting a license to carry firearms or an FID card. **Not listing the appearance will.**

Please note that "ever appeared" includes all adult and juvenile court appearances. It does not matter if you were found "not guilty," "not delinquent," if the charges were "dismissed," or if the case was "continued without a finding," etc. You must list all appearances. If you don't answer the questions truthfully, we will receive the information as part of the normal application process. There is no length of time that secures this information. You must tell us if you have a "sealed" record, but you do not have to disclose what the offense was. We will receive notification of any "sealed record" disqualifiers from the Commonwealth.

If your application is denied, we will not accept excuses or explanations relating to withholding this information. No matter the offense, how long ago it occurred, whether it has been brought up in the past, or if you were told it would never come up, **YOU MUST DISCLOSE ALL COURT APPEARANCES AS A DEFENDANT.**

Make any necessary changes now. If necessary, you may contact the Massachusetts Criminal History Systems Board (www.ma.gov/chsb/firearms) to learn how to obtain your Massachusetts criminal record check before you submit your application. If there is any omission or if any false answer is found, your application will be denied and you may face criminal prosecution.

Signed: _____

Date: _____

Massachusetts License to Carry (LTC)/Firearms Identification Card (FID) Affidavit

Complete this form **only** if you are **renewing** your firearms license.

License Holder Name: _____

Current LTC or FID card Number: _____

Please select one:

A. (No firearm(s) lost or stolen since previous issuance of LTC or FID card)

1. I am renewing a Massachusetts firearms identification (FID) card or license to carry (LTC) firearms.

2. I have not lost one or more firearms or had any firearms stolen since the renewal or issuance of my last FID card or LTC.

OR

B. (Firearm(s) reported lost or stolen since previous issuance of LTC or FID card)

1. I am renewing a Massachusetts firearms identification (FID) card or license to carry (LTC) firearms.

2. I have lost one or more firearms or have reported stolen one or more firearms since the renewal or issuance of my last FID card or LTC.

List all lost or stolen firearms below; use additional sheets as necessary.

Lost or Stolen	Date Reported Lost or Stolen	Reported to (Police Dept.)	Type	Make	Model	Serial Number	Case Number

The above information is true and accurate to the best of my knowledge and belief.

SIGNED UNDER THE PENALTIES OF PERJURY:

Signature: _____ Date: _____