

**PITTSFIELD POLICE DEPARTMENT
REQUIREMENTS FOR ALL TYPES OF FIREARMS LICENSES**

1. \$100.00 BANK CHECK, MONEY ORDER OR PERSONAL CHECK, MADE OUT TO THE "CITY OF PITTSFIELD" (NON REFUNDABLE) UNLESS YOU MEET ONE OF THE BELOW EXEMPTIONS.
 - YOU ARE RENEWING A LICENSE AND YOU ARE 70 YEARS OLD OR ORDER
 - YOU ARE RENEWING A RESTRICTED FIREARMS ID CARD (MACE/PEPPER SPRAY ONLY)
2. A BASIC FIREARMS SAFETY CERTIFICATE, FROM A COURSE APPROVED BY THE COMMONWEALTH OR A CERTIFICATE ISSUED BY THE MASSACHUSETTS DIVISION OF FISHERIES AND WILDLIFE EVIDENCING SATISFACTORY COMPLETION OF A HUNTING SAFETY COURSE IS REQUIRED, UNLESS YOU MEET ONE OF THE FOLLOWING EXEMPTIONS:
 - YOU ARE APPLYING FOR A RESTRICTED FIREARMS ID CARD.
 - YOU LAWFULLY POSSESSED A FIREARMS ID CARD OR PISTOL PERMIT ISSUED BY THE COMMONWEALTH OF MASSACHUSETTS ON JUNE 1, 1998.
3. BRING YOUR **COMPLETED** APPLICATION PACKAGE WITH A BANK CHECK, PERSONAL CHECK, MONEY ORDER AND OTHER REQUIRED DOCUMENTATION TO THE DESK OFFICER.
4. THE DESK OFFICER WILL SCHEDULE AN APPOINTMENT FOR YOU. YOU SHOULD ALLOW TWENTY MINUTES FOR YOUR APPOINTMENT.
5. BRING A DRIVERS LICENSE OR SIMILAR PHOTO IDENTIFICATION TO YOUR PROCESSING APPOINTMENT FOR VERIFICATION PURPOSES.
6. IF YOU ARE APPLYING FOR A PISTOL PERMIT FOR THE FIRST TIME WITH THE PITTSFIELD POLICE DEPARTMENT, OR APPLYING FOR AN "ALL LAWFUL PURPOSES" PISTOL PERMIT FOR THE FIRST TIME YOU WILL NEED A HALF HOUR FOR YOUR APPOINTMENT AS YOU WILL BE INTERVIEWED BY THE ISSUING AUTHORITY BEFORE YOU ARE PROCESSED. IF YOU ARE APPLYING FOR A PISTOL PERMIT, LIST ONE OF THE FOLLOWING THREE REASONS IN RESPONSE TO THE QUESTION ON THE APPLICATION WHICH ASKS FOR THE REASON YOU WANT THE LICENSE;
7. HUNTING AND TARGET PRACTICE, TARGET PRACTICE, ALL LAWFUL PURPOSES.
8. IF YOU STATE "ALL LAWFUL PURPOSES"
 - YOU MUST NEED THE LICENSE FOR YOUR JOB AND HAVE A LETTER SO STATING FROM YOUR EMPLOYER
 - OR HAVE A SERIOUS REASON TO FEAR INJURY TO YOUR PERSON OR PROPERTY
 - YOU MUST BE ABLE TO ARTICULATE THIS DURING THE INTERVIEW. WE DO NOT GENERALLY ISSUE ALL LAWFUL PURPOSES PERMITS TO PERSONS WHO CARRY LARGE SUMS OF CASH.
9. ***THIS APPLICATION NEEDS TO BE COMPLETELY FILLED OUT, SIGNED AND DATED.***
10. PLEASE READ THE INFORMATION IN THIS PACKAGE AND KEEP IT FOR YOUR REFERENCE.