

## STAMFORD POLICE DEPARTMENT

Crime Scene Unit  
725 BEDFORD STREET  
STAMFORD, CT 06901-1194  
(203) 977-4408  
Revised 03/2021



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### *Pistol Permit Application Instructions*

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#### **Pistol Permit Application Process**

**Step 1...** The applicant must take an NRA or any State of Connecticut pistol safety course. Upon completion of the course you will receive a certificate. At this time you **MUST** have your instructor complete the firearms instructor class information that is provided in this pistol permit package.

**Step 2...** Complete the 4 page application (type or handwritten) then have it **Notarized**.

**\*Please Note: Handwriting must be neat and legible to read. If we are unable to read handwriting the application may be rejected by the State.**

**Step 3...** Go to <https://ct.flexcheck.us.idemia.io/CCHRSPreEnroll> . Enter Service Code E388-2AFB and complete the PreEnrollment form. Bring a copy of your receipt with your "Applicant Tracking Number" to your fingerprinting appointment.

**Step 4.... Make two (2) separate folders and place in them the following items:**

##### **Folder #1**

- Original application with **notary stamp**.
- Original Firearms Instructor Class sheet.
- Original FBI Privacy Act Statement
- Copy of Pistol Course Certificate.
- Copy of Birth Certificate or Passport.
- Copy of Connecticut Driver's License or CT State Id card
- Copy of Naturalization papers, if applicable.
- If you are here on a valid work Visa: Copy of Work Visa along with a copy of your Hunting License from Any State along with all the above.
- A copy of your valid Green card if applicable, and a copy of your work Visa. No Hunting License is required.
- Personal Checks or Money Order's payable to the City of Stamford for \$70.00.

**Folder #2** – Shall be a complete copy of Folder #1

**\*\*Bring all Original Documents with you at the time of your appointment for verification. Please review your two folders to ensure you have all the required documents and copies. Incomplete packages or missing documents may result in you being turned away.**

**Step 5....** Once application and folders have been completed. Please log onto **Stamfordct.gov/fingerprint**. Pick a day and time convenient for you. When you arrive all paperwork will be processed and your photo taken along with fingerprints. If your fingerprints were taken by the State Police that is acceptable. Please bring them with you.

**Please Note:** The Crime Scene Unit is a Criminal Investigative Unit and on occasion will be unavailable to the public due to the need for Crime Scene Call outs.



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