

**TEMPORARY STATE PERMIT TO CARRY PISTOLS OR REVOLVERS**  
**EFFECTIVE AUGUST 1, 2020**

**The procedure outlined below must be followed and supporting documents required must be submitted exactly as stated. Incomplete applications will NOT be accepted:**

1. Applicant must be at least 21 years of age.
2. **Form DPS-799-C** must be completed and notarized. You **must** use the **most recent** form (dated 12/28/2018 or newer) or it will **NOT be accepted**. The form can be found online from the State of CT Department of Emergency Services and Public Protection - Special Licensing and Firearms Unit.  
<https://portal.ct.gov/DESPP/Division-of-State-Police/Special-Licensing-and-Firearms/State-Pistol-Permit>
3. Firearms Safety and Use Course Certificate must be submitted. You are required to complete a handgun safety course, which must consist of no less than the NRA's "Basic Pistol Course". Live fire is required, using a semi-automatic pistol or revolver. Instructor's name, address and identification number must be included. The NRA's "Home Firearms Safety Course" and "First Steps Pistol Orientation Program" are **NOT** approved courses. Information regarding NRA firearms instructors and approved courses in this area may be obtained by calling the NRA office at 800-672-3888.
4. A recent passport type photograph (2x2 of face) must be attached to the application. No photocopies will be accepted. Must be photo paper – No copy paper accepted.
5. A **CERTIFIED** copy of your birth certificate must be attached to the application **OR** copy of current U.S. Passport to show proof you are legally and lawfully in the United States.
6. Personal identification in the form of a government-issued photo ID (valid CT driver's license or CT State non-driver photo ID). ID's should show current address.
7. Proof of local residency in the form of a utility bill; mortgage, lease or rental agreement; or similar third-party document that clearly establishes the applicant's residency in East Windsor.
8. Three letters of recommendation are requested. These must be legible and include the full name, address and telephone number of the person making the recommendation.
9. The following two (2) separate checks will be collected:
  - \$88.25 cashier's check or money order for FBI and Connecticut Criminal History Background Check (payable to the East Windsor Police Department)
  - \$70.00 cashier's check or money order (payable to the East Windsor Police Department)
10. State law requires fingerprinting and criminal history checks.
  - **Fingerprints cannot be processed without your fully completed application. Fingerprints cannot be done in advance. Fingerprints are by appointment only. Please call the Records Clerk at (860) 292-8245 x1215 to schedule an appointment once your application is complete.**
11. No permit will be issued if the local authority has reason to believe the applicant has ever been convicted of a felony or that any other condition exists for which the issuance of a permit for possession of a pistol or revolver is prohibited. (Suitability)
12. Upon completion of the background investigation, you will either be contacted and issued a Temporary State Permit which is valid for 60 days **OR** you will receive written notice of rejection of the Temporary State Permit application.