

Temporary Pistol Permit Instructions

NEW TEMPORARY PISTOL PERMIT PROCEDURE AS OF AUGUST 10, 2021

The new temporary pistol permit registration for the State of CT and FBI Criminal History Check is done online and **WILL REQUIRE a valid credit card for payment.**

***The Town of Bolton WILL NO LONGER EXCEPT CASH OR CHECK payment for the State of CT or FBI background check.**

A paper application for your temporary pistol permit will also be required in this process.

At the time of application, **applicants must be 21 years of age** to apply for a temporary pistol permit:

All applicants must have the following documentation completed to apply for a temporary pistol permit:

1. NRA Firearms Safety and Use Course Certificate:

Complete your NRA Firearms Safety and Use course. A Completion Certificate will be needed to apply for your temporary permit.

What are the minimum firearms training course requirements for pistol permit applicants?

You are **required** to complete a handgun safety course, which must consist of no less than the NRA's "Basic Pistol Course," prior to submitting the application. The NRA's "Home Firearms Safety Course" and "First Steps Pistol Orientation Program" are **not approved courses**.

Live fire is also required. Computer-generated programs, dry-fire, other simulated shooting tools, plastic bullets, air guns or any other alternatives are not acceptable. Students must fire a semi-automatic pistol or revolver.

2. Certified Birth Certificate with raised seal or CURRENT U.S.

Passport. Legal Alien Residents must provide Alien Registration numbers and 90-day proof of residency. Naturalized citizens require proof of citizenship.

3. **Photo I.D** (license, state id, current passport)
4. **Privacy Statements.** Please print, read, sign and date (at the bottom of each page) all three (3) pages of the privacy statements.

Click [here for privacy statements.](#)

5. **Completed PAPER Temporary Pistol Permit Application - MUST BE NOTARIZED:** Applicants must complete the **Temporary Pistol Permit Application** (DPS-799-C). **A Notary is available in the Town Clerk's Office during regular business hours. Notary Fee is \$2.00.**

Click [here for the Temporary Pistol Permit Application.](#)

6. **Once you have completed all of the above steps and gathered all the documents requested you will need to:**
 - a) **Call the Selectmen's Office (860-649-8066 x6111)** to schedule an appointment to drop off all your paperwork;
 - b) **Get your application notarized** at the Town Clerk's if needed - **Notary Fee is \$2.00** and;
 - c) **Register online** and pay for your criminal history checks.

*** YOU WILL NEED A VALID DEBIT OR CREDIT CARD available for payment to register and to pay for your criminal history checks with the State of CT and FBI.**

NO CASH OR CHECKS WILL BE ACCEPTED.

7. **Fees to be paid once you have registered online in the system:**

State of CT Criminal History Check	\$75.00
FBI Criminal History Check	\$13.25
Service Fee	\$ 2.65
Total Fees:	\$90.90

After registering electronically in the system you will be emailed an Applicant Tracking Number and Barcode that you will then take to get your fingerprints done.

*** Fingerprinting will NOT be allowed without the Applicant Tracking Number and Barcode being presented at the time of service.**

Please call to check for available hours and appointments for fingerprinting:

CT State Police - Troop K (Colchester)
15 Old Hartford Road, Colchester, CT 06415
860-465-5400

CT State Police - Troop C (Tolland)
1320 Tolland Stage Road (Route 74)
Tolland, CT 06084
860-896-3200

CT State Police Headquarters (Middletown)
1111 Country Club Road
Middletown, CT
860-685-8290

Manchester Police Department
239 Middle Turnpike East
Manchester, CT 06040
860-645-5500

Fingerprints will then be submitted by the police department you had them done at. If they do not submit your fingerprints then you should bring them back to Bolton Town Hall to the Selectmen's Office for them to be sent in.