



State of Utah
Department of Public Safety
APPLICATION FOR CONCEALED FIREARM PERMIT



INSTRUCTIONS

NEW APPLICANT

WHO MAY APPLY

You may apply for a concealed firearm permit if you are:

- at least 21 years of age

WHERE TO APPLY

Bureau of Criminal Identification

In person and by mail:
3888 West 5400 South
Taylorsville UT 84118-3549

HOW TO APPLY

Please answer all questions in the application by typing or clearly printing in ink. Attach all documentation required. Every application must be signed by the applicant prior to being submitted.

COST TO APPLY

A non-refundable fee of **\$65.25** must be included with your application. This fee consists of \$35.00 for application and permit processing and \$30.25 charged by F.B.I. to process the fingerprint card. The Bureau will accept cash, check, money order or credit cards. Name and address must be imprinted on check. Credit card payment **must include the 3-digit control number from the back of the card.** We only accept VISA and MASTERCARD. Make check or money order payable to the **Utah Bureau of Criminal Identification.** There will be a \$20.00 service charge for returned checks.
DO NOT SEND CASH IN THE MAIL

CONCEALED FIREARM COURSE SURVEY

Please complete the course survey. This is available on the BCI website. Please return survey by e-mail to DPSFIREARMS@utah.gov

WHAT MUST ACCOMPANY THE APPLICATION

INCLUDE THE FOLLOWING DOCUMENTS:

- PHOTOCOPY OF YOUR DRIVER LICENSE OR STATE ISSUED IDENTIFICATION CARD
- 1 (BLUE & WHITE) APPLICANT FINGERPRINT CARD
BCI does offer fingerprint services. The fee is \$15.00
- PHOTOGRAPH:
One recent **color** photograph of **passport quality – 2”X2”**
NAME MUST BE ON BACK OF PHOTO!! BCI does offer photo services for our permits. The fee for a photo is \$15.00
- Application must include physical and mailing address

Any questions please contact BCI at 801-965-4445.

FINGERPRINT CARDS:

Blue and white Applicant fingerprint card can be obtained from B.C.I. or your local police department. Fingerprint card must be filled out completely. **USE BLACK INK ONLY.** Writing and prints must be legible. Fingerprints should be taken by a trained fingerprint technician. Fingerprint cards that are not legible will be returned to the applicant and will cause a delay in processing the application. Fingerprint services may be available from your local law enforcement agency. Check in your local phone book for private businesses that also offer this service. The Bureau does offer fingerprinting and photo services if applying in person.

VERIFICATIONS:

If you are a resident alien or naturalized citizen you must include your Alien Registration Number or INS Registration Number on your application and fingerprint card. PLEASE DO NOT SEND A COPY OF YOUR PASSPORT!

WEAPON FAMILIARITY CERTIFICATION:

Applicants must complete a firearms familiarity course certified by the Bureau. The course must be completed before you apply for a permit. Please have your instructor complete the certification information on the application. Holders of a valid Concealed Firearm Permit from another state other than Utah are not exempt from taking the weapon familiarity course from an approved Utah instructor. **BCI must receive your application within one year of course completion.**

APPLICATION PROCESSING

Once your application is received, a background investigation will be conducted. When this process is complete and it is determined that the criteria established by law has been met, the permit will be mailed to you. Do not call to check the status of your permit. Your application will be received once it is received. We have **60 days to process** your application.

WARNING

Falsification of any information in the application may result in denial or revocation of a permit and possible criminal prosecution.

Applications will be accepted from 7:00 a.m. until 5:30 p.m. Monday – Thursday at the Bureau office. You may also apply by mail.

If applying by mail please send your application along with everything that must accompany it in a 9 x 12 envelope, if possible, for more efficient processing.

VISIT OUR WEBSITE AT:

<http://publicsafety.utah.gov/bci/>



State of Utah
Department of Public Safety
APPLICATION FOR CONCEALED FIREARM PERMIT



Please read all instructions prior to completing this form. TYPE OR PRINT IN INK.

Your application will **not** be processed unless this form is completely filled out and all applicable questions answered. Be sure to provide all supporting documents: one complete fingerprint card, one photo (**with name on back**), and photocopy of drivers license. Enclose the appropriate fee, **\$65.25**, in the form of check, money order or credit card made payable to "Utah Bureau of Criminal Identification". Name and address must be imprinted on check.

FEES ARE NON-REFUNDABLE

Name _____ Date of Birth _____ Place of Birth _____
 (Last) (First) (Middle)

Previously used Name(S)(Maiden, etc.) _____ Social Security Number _____

Address _____
 (Street) (City) (County) (State) (Zip)

Mailing Address (if different from street address) _____

Home Phone# _____ Work Phone # _____ Driver Lic # _____ St. _____

Height _____ Weight _____ Eye Color _____ Hair Color _____ Sex _____ Race _____

What is your Citizenship? _____ If born outside of US, include Alien Registration # or INS Registration # _____

ALL APPLICANTS: Please answer "Yes" or "No" to all questions below. A complete criminal background check will be conducted including expunged and juvenile court records. If you answer "Yes" to any question, attach documentation explaining your answer.

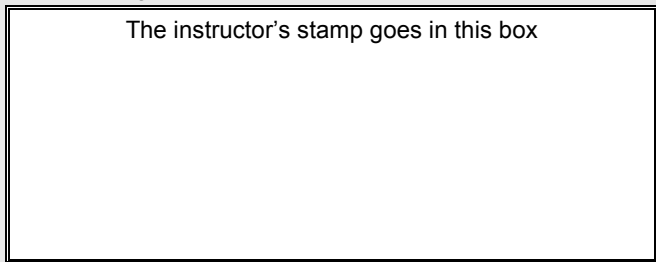
- Yes No Have you ever been convicted of a felony?
- Yes No Have you ever been convicted of a crime of violence?
- Yes No Have you ever been convicted of an offense involving the use of alcohol? (i.e. DUI/DWI, alcohol related reckless, supply alcohol to minor, etc.)
- Yes No Have you ever been convicted of the unlawful use of narcotics or other controlled substances?
- Yes No Have you ever been convicted of any offense involving moral turpitude? (i.e., theft, criminal mischief, sex crimes, etc.)
- Yes No Have you ever been **arrested** for any offense involving domestic violence?
- Yes No Have you ever been adjudicated as mentally incompetent?
- Yes No Have you ever been involved in **any incident** in which you have used unlawful violence or threats of unlawful violence?
- Yes No Are you currently subject to a court sanctioned protective order?
- Yes No Have you ever been dishonorably discharged from the armed forces?

NEW APPLICANTS: A department approved firearms instructor must complete the following certification information:

The applicant, _____ has met the criteria established by the Utah Department of Public Safety and 53-5-704(7) Utah Code Annotated. I certify this to be true and correct to the best of my knowledge and belief.

Instructor Signature _____

Date _____
 Month Day Year



ALL APPLICANTS: Please read and sign the statement below:

I understand that it is a class B misdemeanor to knowingly and willfully provide false information on a concealed firearm permit application and may result in the denial of a permit pursuant to Utah Code Ann. § 53-5-704(14). I hereby declare under criminal penalty of the State of Utah that the information contained on this application is true and correct.

Executed on: _____ at _____
 (Date) (Time)

 (Signature)

METHOD OF PAYMENT (CHECK APPROPRIATE BOX) Payment enclosed (check or money order only) Credit Card

Credit Card payment must include 3 digit control number found on back of the credit card. There is a \$20.00 service charge for any returned check.

Credit Card Orders: *Visa *MasterCard

Card Number

3 Digit Control #

Expiration Date

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Signature _____ Phone Number _____