

8. PLEASE CALL THE DAY YOU WISH TO SUBMIT YOUR APPLICATION, TO VERIFY THAT THE OFFICE WILL BE ACCEPTING APPLICATIONS.

9. ANY FALSE INFORMATION GIVEN ON THE APPLICATION WILL BE CAUSE ENOUGH FOR DISQUALIFICATION.

10. THE APPLICATION PROCESS USUALLY TAKES 3 TO 6 MONTHS BEFORE YOU WILL BE ISSUED A PISTOL LICENSE, ASSUMING THERE ARE NO PROBLEMS.

11. ALL FEES ARE NON-REFUNDABLE.

HELPFUL LAW SECTIONS

A. PENAL LAW ARTICLE 400: DEFINES LICENSING STATUTES, ELIGIBILITY REQUIREMENTS AND ADMINISTRATIVE PROCEDURES.

B. PENAL LAW ARTICLE 35: DEFINES RULES FOR THE USE OF WEAPONS FOR SELF-DEFENSE.

C. PENAL LAW ARTICLE 265: DEFINES WEAPONS-RELATED CRIMES AND EXEMPTIONS.

Pistol License Bureau

HOURS: 9AM TO 4PM
MONDAY THRU FRIDAY

PHONE: (845) 486-3882
OR (845) 486-3883

HOW TO GET A PISTOL LICENSE APPLICATION

1. YOU MAY PICK UP AN APPLICATION, DIRECTLY AT THE SHERIFF'S OFFICE HQ (ASK FOR THE BUSINESS OFFICE)
2. YOU CAN MAIL A LETTER OF REQUEST, ADDRESSED TO THE D.C. SHERIFF'S OFFICE, ATTN: BUSINESS OFFICE, ASKING TO BE SENT A PISTOL APPLICATION. PLEASE INCLUDE A RETURN ADDRESS AND A CHECK OR MONEY ORDER FOR \$10.00 (MADE OUT TO THE DUTCHESS COUNTY SHERIFF'S OFFICE).

How to obtain a Pistol License



ADRIAN H. ANDERSON

Sheriff

DUTCHESS COUNTY
SHERIFF'S OFFICE

150 N. HAMILTON ST
POUGHKEEPSIE, NY
12601

MEETING THE MINIMUM REQUIREMENTS ?
(PENAL LAW SECTION 400)

1. BEFORE OBTAINING A PISTOL LICENSE APPLICATION YOU MUST:

- HAVE BEEN A NEW YORK AND DUTCHESS COUNTY RESIDENT, FOR AT LEAST SIX MONTHS. IF YOU RESIDE IN ANOTHER STATE YOU CANNOT HAVE A N.Y.S. PISTOL PERMIT.
- BE OF GOOD MORAL CHARACTER.
- NEVER HAVE BEEN CONVICTED ANYWHERE OF A FELONY OR A SERIOUS OFFENSE.
- NEVER HAVE SUFFERED FROM ANY MENTAL ILLNESS OR BEEN CONFINED TO ANY HOSPITAL OR INSTITUTION, PUBLIC OR PRIVATE, FOR MENTAL ILLNESS.
- HAVE A LEGALLY RECOGNIZED REASON FOR WANTING TO OWN OR CARRY A HANDGUN.
- BE 21 YEARS OF AGE

APPLICATION PROCESS

(CALL THE PISTOL BUREAU)
(TO VERIFY THE FEES)

1. THERE IS A \$10.00 APPLICATION FEE (WHEN APPLICATION IS PICKED UP). THIS FEE COVERS THE FIN-GERPRINTING, PHOTOGRAPHS AND THE NOTARY FEE ON THE THREE AP-PLICATION FORMS.

THIS MUST BE DONE AT THIS OFFICE, DURING OUR NORMAL BUSINESS HOURS (SEE BACK OF PAMPHLET).

2. THE APPLICATION PACKAGE COMES WITH AN INSTRUCTION COVER SHEET. PLEASE FOLLOW THE DIRECTIONS CAREFULLY.

3. APPLICANTS WILL RECEIVE FOUR CHARACTER REFERENCE FORMS WITH THE APPLICATION. THESE MUST BE GIVEN TO YOUR REFERENCES, WHO WILL THEN FILL THEM OUT ON THEIR OWN. (REFERENCES MUST BE DUTCHESS COUNTY RESIDENTS AND AT LEAST 21 YEARS OF AGE). THESE FORMS MUST THEN BE SWORN & SIGNED BEFORE A N.Y.S. NOTARY PUBLIC OF THEIR CHOICE.

(NOTE) CHARACTER REFERENCES MUST NOT BE JUDGES, TOWN OR CITY JUSTICES, POLICE OFFICERS, CORRECTION OFFICERS, PERSONS TO WHOM THE APPLICANT IS RE-LATED OR ANY PERSONS IN THE SAME HOUSEHOLD.

4. ALL THREE OF THE ACTUAL PISTOL LICENSE APPLICATION FORMS ARE FILLED OUT BY THE APPLICANT AND SIGNED BY THE SAME CHARACTER REFERENCES (SEE # 3).

5. APPLICANTS MUST INDICATE ALL ARRESTS, CONVICTED OR NOT. IF A CHARGE/ARREST HAS BEEN SEALED, DISMISSED, ADJOURNED CONTEMPLATING DISMISSAL, THE PERSON HAS BEEN FOUND NOT GUILTY OR GRANTED YOUTHFUL OFFENDER STATUS, IT STILL MUST BE NOTED AS AN ARREST ON YOUR APPLI-CATION. (C.P.L. SECTION: 160.50(D)).

6. IF ARRESTED, YOU MUST BRING WITH YOUR COMPLETED APPLICATION, A CERTIFICATE OF DISPOSITION FROM THE COURT WHERE THE CASE WAS HANDLED.

7. WHEN ALL THE FORMS OF THE APPLICATION ARE COM-PLETED, YOU MUST BRING A POSTAL MONEY ORDER, IN \$ 99 THE AMOUNT OF \$74.00, MADE PAYABLE TO THE NEW YORK STATE DEPT OF CRIMINAL JUS-TICE SERVICES. (WE WILL NOT ACCEPT CASH OR PERSONAL CHECKS)