

TOWN OF WILLINGTON
60 DAY TEMPORARY STATE PISTOL PERMIT
APPLICATION INSTRUCTIONS

1. You must be at least 21 years of age and a resident* (*proof of residency is required – ie: copy of tax bill is acceptable) in the Town of Willington. – We do not issue permits to UCONN students with a temporary address. You must apply for a permit through your hometown.
2. Fill out the application and DPS-125c fingerprint card (front only). Be sure to fill out all information. Fingerprints can be done at any local or State* Police Station (*locations at the bottom of this sheet), you should call ahead for their schedule. Please note that the Police Department may charge you to have the finger prints taken. This is in addition to the fees listed below. The application must be notarized. (Notaries are available at the Town Office Building for a \$5.00 fee.)

EFFECTIVE APRIL 1, 2017: You must make an appointment to process your 60 Day Temporary State Pistol Permit. Please call the Selectmen's Office: 860-487-3100 to schedule your appointment.

At the appointment, you must bring the following:

- 1 certified bank, money order or personal check in the amount of \$12.00 payable to "Treasurer, State of Connecticut"
- 1 certified bank, money order or personal check in the amount of \$75.00 payable to "Treasurer, State of Connecticut" (*Note Fee increase as of December 1, 2017)
- 1 certified bank, money order or personal check in the amount of \$70.00 (or \$75.00, if notarizing the application in-house) payable to "Town of Willington"
- A certified copy (with raised seal) of your Birth Certificate (a photocopy will be taken of the document and returned to you immediately) OR a current U.S. Passport.
- Proof of Training – NRA certificate *The course of instruction must consist of no less than the NRA (National Rifle Association) Basic Pistol Course – if you have any questions about the approved courses, please contact the State Police Special Licensing/Firearms Unit: 860-685-8160.
- A copy of the instructor's certification which includes their certification number.

Note: The background check process usually takes between 6 – 8 weeks.

If your application is approved, (once you have received clearance from the State Police and FBI). We will contact you and you can then pick up your temporary state pistol permit. Once signed, it is valid for 60 days and cannot be renewed. To apply for a new State Permit at the Department of Public Safety, see below. At DPS, the applicant will:

- Surrender the valid 60 day temporary State of CT permit.
- Present a personal check or money order (no cash) for \$70.00 made payable to DPS.
- Present a Drivers license or CT identification card.
- Present Proof of citizenship – Birth Certificate, U.S. Passport, Naturalization Papers
- *Legal Resident Aliens must provide Alien Registration Number/Green Card.

You must re-apply to the Town of Willington if your permit has expired without obtaining a state permit.

Department of Public Safety Processing Locations:

DPS Headquarters:
1111 Country Club Road
Middletown, CT 06457
(860) 685-8494
M-F – 8:30 am – 4:15 pm

Troop G – Bridgeport
149 Prospect Street
Bridgeport, CT 06604
(800) 575-6330
T, W, F, Sat. 8:30 am – noon 12:30-4:00 pm
Thurs. 11:00 am – 1:30 pm & 2:00 pm – 7:00 pm

Troop C - Tolland
1320 Tolland Stage Rd
Tolland, CT 06084
860-896-3200
Daily at 7:15am/3:15pm/11:15pm

Troop L – Litchfield
452 Bantam Rd.
Litchfield, CT 06759
(860) 567-6814
1st & 3rd Mondays
8:30-noon, 12:30-4:00 pm

Troop E – Montville
I-395 (between exits 79 & 79A)
Montville, CT 06382
(860) 848-6539
2nd & 4th Mondays
8:30-noon, 12:30 pm -4:00 pm