

FIREARMS PERMIT INFORMATION

Applicants for a License to Carry Firearms or a Firearms Identification Card should pick up an application packet in the lobby of the police station or print from www.belmontpd.org. This packet will explain the requirements of the State of Massachusetts and the Belmont Police Department.

The requirements for a License to Carry Firearms include:

- State certified safety course. (first time applicants) (Active Military Members are exempt)
- Two letters of reference (no relatives or police officers)
- Proof of Belmont residency or owner of a business
- 21 years old and a US citizen or Lawful Permanent Resident Alien. Naturalized Citizens must supply a copy of the naturalization document. Resident Aliens must supply a copy of their green card.
- If requesting an unrestricted LTC for the first time, a letter to the Chief of Police as to why you require this.
- You may be unable to obtain an LTC if you are disqualified person. Check the Massachusetts Gun Control Act of 1998 for a list of disqualifiers.
- The fee is \$100 cash, check or MO payable to the Town of Belmont. This is an application fee and is non refundable if you are denied a permit. The renewal fee is \$100. Over 70 years of age renewals are free

The requirements for a Firearms Identification Card include:

- State certified safety course. (first time applicants)(Active Military Members are exempt)
- Proof of Belmont residency or owner of a business
- 18 years old and a US citizen or Permanent Resident Alien. 15 years old with letter from parent or guardian giving permission for the card. Naturalized citizens must supply a copy of the naturalization document. Resident Aliens must supply a copy of their green card.
- You may be unable to obtain a FID if you are a disqualified person. Check the Massachusetts Gun Control Act of 1998 for a list of disqualifiers.
- The non refundable application fee is \$100 as described above. Renewal fee is \$100. Over 70 years of age renewals are free.

New LTC/FID Application Steps:

- In your LTC application, please include **ALL** letters of recommendation and a photocopy of your **Massachusetts Certified Gun Safety Class** certificate. Please keep the original certificate for your records.
- If requesting an unrestricted new LTC, please also include a letter to Police Chief James Maclsaac.
- Include proof of Belmont residency.
- If applying for FID only, please list two references. Letters of recommendation are not required for FID.
- Do not submit payment with your new LTC/FID application. BPD collects payment at time of interview/prints.
- Drop off your completed LTC or FID application at the Belmont Police Station. (With all letters of recommendation and photocopy of safety class certificate)
- Please give our Records Department 7 business days to process your application.
- Once Records processes your application a Belmont Detective will contact you to schedule a time for an interview and prints.
- Please bring a photo ID and a check for \$100.00 made out to "Town of Belmont" the day of your appointment.

Renewal LTC/FID Application Steps:

- Please list references in your renewal application. Actual letters of recommendation are not required for a renewal LTC/FID.
- Drop off your completed renewal LTC or FID application at the Belmont Police Station. Please include a check for \$100.00 made out to "Town of Belmont" with your application. See below for payment exceptions. Your application will not be processed without payment.
- Please give our Records Department 7 business days to process your application.

IMPORTANT!

As of January 13, 2015, a **receipt** will be generated when your application is entered into MIRCS. Once this receipt is issued, licenses of individuals who apply for a renewal before the expiration date of their current license will remain active until the renewal is approved or denied. Applications will be entered on the next business day after being received. Receipts will be generated at that point and mailed to the applicant within 7 days. If your current license is expiring within 7 days of submission, please call **617-993-2550** to make arrangements for a receipt to be generated sooner. **Also**, all renewals shall include an **affidavit** which verifies the applicant has not lost or had any firearms stolen from the applicant's possession since the date of applicant's last renewal or issuance. **If you have firearms questions please contact the Belmont Police Detective Bureau at 617-993-2550**

We encourage gun owners to go above the requirement that guns have trigger locks. Please also secure these guns in lockable containers that are bolted down to help prevent the gun from being removed from the home by an unauthorized person.