

LIVINGSTON COUNTY PISTOL PERMIT APPLICATION REQUIREMENTS, INSTRUCTIONS AND ADDITIONAL INFORMATION

Requirements

- Applicants must be at least 21 years of age and reside in Livingston County for a minimum of one (1) year.
- You must provide four (4) character references known personally to you for a minimum of one (1) year.
 - Three (3) references must be residents of Livingston County and one (1) reference can be (but does not have to be) outside Livingston County. (*These references can not be family members or anyone that may be included as a member of your household. This also includes boyfriend/girlfriend and/or husband/wife.*)
 - **Character references must personally sign your application.**
- Fingerprints for pistol permits are administered and submitted electronically by IndentoGO Services.
 - Applicant will need to schedule an appointment by going to **www.Indentogo.com** website.
 - The applicant will need **Service Code 1537VV or ORI number NY0250000.** ***PLEASE VERIFY THAT YOU SCHEDULE AN IN-PERSON APPOINTMENT FOR NEW YORK LIVINGSTON COUNTY SHERIFF DEPT - PISTOL***
 - Print out the confirmation page and bring it with you to your appointment.
 - Applicant must have Identification when going to their appointment. Please refer to the website for acceptable forms of identification.
- **CARRY CONCEALED LICENSE ONLY**
 - Completion of a firearms safety training course (to include 16-hour classroom and 2-hour live-fire)
 - List of former and current social media accounts for the last three years;
 - Disclosure of applicant's spouse or domestic partner, any other adults residing in the home, including any adult children.

Instructions

- Print legibly using ***BLACK INK ONLY.***
- Start with your personal information – please do not write anything above this area.
- DO NOT sign the application until you are in front of a clerk in the County Clerk's office. Notaries are available in our office.
- Complete and sign the "NYS Firearms License Request for Public Records Exemption" if you do not want your pistol permit to be a matter of public record subject to FOIL laws.

Additional Information

- Applicant will need to bring Completed Application with attached County Clerk Application Fee (\$10) Receipt, Receipt from IndentoGo, Photo Identification, 4 stamped addressed envelopes with your Character references names and addresses (one for each reference), and for a concealed carry license proof of completion of a firearms safety training course meeting the minimum standards for NY State concealed carry firearm safety training into the County Clerk's Office within **60 days of being fingerprinted** (date of IndentoGo receipt), between the hours of 8:00am-3:45pm Monday, Tuesday, Wednesday and Friday or 8:00am-5:45pm Thursday to begin the approval/disapproval process. *Failure to do so may result in the need for resubmission of fingerprints including the fees associated with such.*