



COHASSET POLICE DEPARTMENT

Office of the Chief of Police
62 Elm Street
Cohasset, Massachusetts 02025
Telephone (781) 383-1212
Fax (781) 383-1213
www.cohassetpolice.com

Mark M. DeLuca
Chief of Police

REQUIREMENTS FOR FIRST TIME LTC APPLICANTS AND FOR APPLICANTS WITH A CURRENT LTC NOT ISSUED BY THE TOWN OF COHASSET

1) You must submit a \$100 non-refundable fee along with the application. Please have the exact amount in the form of a check made payable to "Town of Cohasset."

Note: By statute (Massachusetts General Laws, Chap. 140, Section 131-i), there is no application fee for renewal applicants over 70 years of age.

2) If you are a first time applicant **or a renewal applicant from another city or town**, you must submit a certificate showing you have successfully completed a state-approved basic firearms safety course (example: NRA Basic Pistol Course, NRA Personal Protection Course, etc.) conducted by a state-certified firearms instructor **or proof you possessed a valid FID or LTC on June 1, 1998.**

3) You must provide proof of U.S. Citizenship (copy of a U.S. birth certificate or U.S. Passport). If you are a naturalized U.S. citizen, you must submit a copy of your naturalization certificate.

4) You must submit two letters of reference from the individuals listed on your application, who are either known to or otherwise found satisfactory by this department, stating that you are of sound mind and character and are believed by the reference to have demonstrated responsibility for the safe possession of a firearm. Each reference must state how long he/she has known you, the specific basis for his/her opinion that you are of sound mind and character and are responsible, and must indicate his or her willingness to be interviewed by telephone and in confidence by this department. *No references will be accepted from any relative, police officer or elected official.*

5) If you were previously licensed in another city or town (and therefore, new to the Cohasset Police Department), you must submit a letter from the police department of that city or town stating that there have been no problems that might indicate you are an unsuitable person for the renewal of a License to Carry Firearms.

REQUIREMENTS FOR ALL LTC APPLICANTS (FIRST TIME AND RENEWAL)

1) You must supply a letter, written by you, explaining specifically your reason for applying for a License to Carry Firearms. Applicants for a Class A or B License to Carry Firearms for “All Lawful Purposes” must also state in the letter why you are requesting a license to carry a concealed weapon and must document why you have “good reason to fear injury to his person or property” in accordance with G.L. c. 140, s. 131. If the request is based on your employment (transporting large sums of money, private Investigator, security personnel, armored car, etc.) a letter must be submitted from your employer on company letterhead explaining the reason and requirement for you to carry a firearm.

The following reasons for issuance and restrictions will apply: (see M.G.L.Ch.140 s.131): *(a) A Class A license shall entitle a holder thereof to purchase, rent, lease, borrow, possess and carry: (i) firearms, including large capacity firearms, and feeding devices and ammunition therefore, for all lawful purposes, **subject to such restrictions relative to the possession, use or carrying of firearms as the licensing authority deems proper**; and (ii) rifles and shotguns, including large capacity weapons, and feeding devices and ammunition therefore, for **all lawful purposes**; provided, however, that the licensing authority may impose such restrictions relative to the possession, use or carrying of large capacity rifles and shotguns as it deems proper. A violation of a restriction imposed by the licensing authority under the provisions of this paragraph shall be cause for suspension or revocation and shall, unless otherwise provided, be punished by a fine of not less than \$1,000 nor more than \$10,000; provided, however, that the provisions of section 10 of chapter 269 shall not apply to such violation.”*

a) All Lawful Purposes:

- Law Enforcement Personnel (ex. Municipal Police, Deputy Sheriff, Corrections)
- Personnel responsible for transporting large sums of money (cash) – A letter must be submitted from your employer and proof must be supplied (example: cash deposit slips, sales receipts, catalogs, etc.).
- Private Investigator/Security personnel/Armored Car, etc. – A letter must be submitted from your employer on company letterhead explaining reason and requirement for applicant to carry a firearm.

b) Certified Firearms Instructor – Documentation must be provided.

c) Hunting

d) Sporting

e) Target Shooting

2) Proof of Cohasset residency is required. In addition to your Mass. Driver's License, you must provide copies of two different bills with your current name and address (e.g. utility bill, credit card statement, etc.).

The Cohasset Police Department is currently using the MIRCS (Massachusetts Instant Record Check System) terminal for processing all firearms applications. This requires participation by you during the data entry process which includes scanning your right index fingerprint and your photograph into the system. (Note: first time applicants must also have a complete set of fingerprints done at the time of application.) This process takes from 20-30 minutes to complete. You must call ahead to schedule an appointment (SGT John Conte (781) 383-1055 x1007).

The application procedure is expected to take approximately 30 days. If you are a renewal applicant, you should submit your application 6-8 weeks prior to the expiration date on your license. **There is no grace period for expired licenses!**

Note: The license cannot be issued until the fingerprint-supported background check has been completed by the State Police. Please telephone the SGT Conte (781) 383-1055 x1007 four weeks after you have submitted your application to determine its status. We will inform you at that time if your license is ready to pick up. Your application may be denied because of either statutory disqualification and/or because the licensing authority has determined that you are not a suitable person to be licensed to carry firearms.

REQUIREMENTS FOR NON-RESTRICTED FIREARMS IDENTIFICATION CARD (CLASS C) APPLICANTS

1) You must submit a \$100 non-refundable fee along with the application. Please have the exact amount in the form of a check made payable to "Town of Cohasset."

Note: By statute [Massachusetts General Laws, Chap. 140, Section 131-i], there is no application fee for renewal applicants over 70 years of age.

2) If you are a new applicant, you must submit proof of U.S. Citizenship (copy of a U.S. birth certificate or U.S. Passport; if you are a naturalized U.S. citizen, you must submit a copy of your naturalization certificate).

3) If you have recently moved, and your Mass. Driver's License does not reflect the change of address, you must provide proof of residency, such as a utility bill or credit card statement addressed to you at your current address.

4) If you were not licensed on June 1, 1998, you are required to submit a certificate of completion from a state-approved basic firearms safety course along with your application.

The Cohasset Police Department is currently using the MIRCS (Massachusetts Instant Record Check System) terminal for processing all firearms applications. This requires participation by you during the data entry process which includes scanning your right index fingerprint and your photograph into the system. (Note: first time applicants must also have a complete set of fingerprints done at the time of application.) This process takes from 20-30 minutes to complete. You must call ahead to schedule an appointment (SGT John Conte (781) 383-1055 x1007).

The application procedure is expected to take approximately 30 days. If you are a renewal applicant, you must submit your application **prior to the expiration date on your FID in order for the 90-day grace period to be effective (enacted 09/13/04). If you submit your application after the expiration date, there is no grace period!**

Note: The FID cannot be issued until the fingerprint-supported background check has been completed by the State Police. Please telephone the SGT Conte (781) 383-1055 x1007 four weeks after you have submitted your application to determine its status. We will inform you at that time if your license is ready to pick up. Your application may be denied because of statutory disqualification.

REQUIREMENTS FOR RESTRICTED FIREARMS IDENTIFICATION CARD FOR THE POSSESSION OF MACE AND PEPPER SPRAY (CLASS D) APPLICANTS

You must submit a \$25 non-refundable fee along with the application. Please have the exact amount in the form of a check made payable to "Town of Cohasset." **Note: There is no application fee for RENEWAL applicants who have been issued a Class D FID after 10/21/1998.**

The Cohasset Police Department is currently using the MIRCS (Massachusetts Instant Record Check System) terminal for processing all firearms applications. This requires participation by you during the data entry process which includes scanning your right index fingerprint and your photograph into the system. (Note: first time applicants must also have a complete set of fingerprints done at the time of application.) This process takes from 20-30 minutes to complete. You must call ahead to schedule an appointment (SGT John Conte (781) 383-1055 x1007).

The application procedure is expected to take approximately 30 days. If you are a renewal applicant, you must submit your application **prior to the expiration date on your FID in order for the 90-day grace period to be effective (enacted 09/13/04).** If you submit your application after the expiration date, there is no grace period!

Note: The FID cannot be issued until the fingerprint-supported background check has been completed by the State Police. Please telephone the SGT Conte (781) 383-1055 x1007 four weeks after you have submitted your application to determine its status. We will inform you at that time if your license is ready to pick up. Your application may be denied because of statutory disqualification.

INFORMATION FOR APPLICANTS FOR LICENSE TO CARRY FIREARMS/ FIREARMS IDENTIFICATION CARD

- Question #10-*Have you ever appeared in any court as a defendant for any criminal offense (excluding non-criminal traffic offenses)?* **NOTE:** Operating a motor vehicle without a license, operating a motor vehicle after suspension/revocation, operating an uninsured motor vehicle are all criminal offenses. Speeding, red light infractions, etc. are not.
- You must answer if you have ever appeared in any court as a defendant for any criminal offense. Any arrest must be specified. The disposition of the case does not matter. Even if the case was dismissed, continued without a finding, not guilty, etc. it must be documented. Failure to answer this question truthfully may result in denial, suspension or revocation. It may also result in criminal prosecution for failing to answer truthfully.
- You must document any appearance regardless of what you may have been advised to the contrary.
- Sealed cases must also be documented. We will be notified if a case was sealed. Juvenile appearances as a criminal defendant are required to be documented and are not exempt.
- Applications are signed under the penalties of perjury. Failure to answer truthfully is a criminal offense under Massachusetts General Law Chapter 140 section 129 and 131.

An applicant shall be denied a license if he/she:

- is under the age of fifteen (a person fifteen to eighteen years of age may apply for a Firearms Identification Card (FID) only);
- is a person between the age of fifteen to eighteen years of age and fails to present written consent from his/her parent or legal guardian (applies to applications for FID cards only);
- is under the age of twenty-one (applies to Class A and B Licenses to Carry);
- is an alien;
- does not reside or have a place of business within the Town of Cohasset;
- has been convicted of a felony, or a misdemeanor punishable by more than two years imprisonment, a violent crime, or a weapons or drug offense;

- has been confined to a hospital or institution for mental illness and fails to present a written affidavit from a physician stating they are not disabled by such illness in a manner that prevents him/her from possessing a firearm;
- is or has been under treatment for, or confinement for, drug addiction or habitual drunkenness, unless deemed cured by a physician;
- is subject to an outstanding warrant;
- is subject to a suspension, surrender order, or protection order issued pursuant to M.G.L. c. 209A.