



BURRILLVILLE POLICE DEPARTMENT

1477 Victory Highway PO Box 231

***Burrillville, Rhode Island 02830
401-568-6255***

Dear Applicant:

By applying to the Burrillville Police Department for a permit to carry a concealed pistol or revolver, you are exercising your right under Rhode Island General Law Section 11-47-11. It is this statute which gives the Burrillville Police Department the right and responsibility to administer this program in accordance with the law. It is intended as a service to the residents of the Town of Burrillville.

It is important to remember that a permit to carry a concealed pistol or revolver does not authorize you to use the firearm. Such usage of a handgun is regulated by other provisions of Rhode Island law. Please carefully read the enclosed policy regarding the issuance of the pistol or revolver permit. It is intended to serve as a guideline to aid you in understanding the authority and responsibility of the Burrillville Police Department.

Also contained in this application are the Rhode Island General Laws relating to weapons, known as the Firearms Act. Before you are granted a permit to carry a pistol or revolver, you must acknowledge that you are familiar with the provisions of the Act.

This application package does not include Federal laws pertaining to firearms. You must observe both Federal and Rhode Island laws. (A Federal law is administered by Federal agencies.) For information relative to Federal regulation of firearms, you may contact the Bureau of Alcohol, Tobacco, and Firearms.

The application itself must be filled out completely and truthfully. It is a crime to knowingly give false information to obtain a permit to carry a pistol or revolver. Please read the instructions carefully and note that first time and renewal applicants must supply all information being requested to the Burrillville Police Department at the time of application. Incomplete applications will be denied.

The submission of the application for a permit to carry a concealed pistol or revolver is the beginning of a process of review by members of the Burrillville Police Department, which will include a personal interview that culminates in a recommendation of grant or denial.

A successful applicant for a permit to carry a concealed pistol or revolver will be notified by mail to respond personally to the Burrillville Police Department to obtain the permit. Please exercise your privilege to carry a concealed pistol or revolver in the State of Rhode Island responsibly, properly, and safely.

**Sincerely yours,
Col. Stephen J. Lynch
Chief of Police
Burrillville Police Department**

PISTOL PERMIT POLICY

INTRODUCTION

Pursuant to Rhode Island General Laws Section 11-47-11, the Burrillville Police Department has the authority to issue a license or permit to carry a concealed pistol or revolver to any person 21 years of age or over upon a proper showing of need, or has good reason to fear an injury to his or her person or property, or has any other proper reason for carrying a pistol or revolver, and that he or she is a suitable person to be so licensed. The Burrillville Police Department will exercise its discretion consistent with Section 11-47.11.

Pursuant to Rhode Island General Laws Section 11-47-15, the applicant must also qualify to obtain a permit. The right to carry a loaded, concealed firearm in public is different from the right to purchase or possess a handgun in one's own home or business.

The Burrillville Police Department does not discriminate in the issuance of a pistol permit on grounds of race, sex, national origin, or any other reason prohibited by law.

PROCEDURE

An applicant for a pistol permit must submit a written application with a recent photograph, two types of positive identification, and a full set of fingerprints on the FBI fingerprint applicant card to the Burrillville Police Department, 1477 Victory Highway, Oakland, RI 02858. The Burrillville Police Department will check the applicant's background with state, local, and Federal law enforcement databases. The Burrillville Police Department will check court records and other sources for pending criminal cases, restraining orders and/or discrepancies in the applicant's background, including prior history of mental illness. The Burrillville Police will interview applicant requesting carry permit.

The Burrillville Police Department will not issue a pistol permit to any applicant who is prohibited from possessing or carrying a firearm under any state or Federal law (e.g. 18 U.S.C. Section 922(g)) or pursuant to any court order. If this initial check does not disqualify the applicant from obtaining a pistol permit, the Burrillville Police Department will conduct a personal interview to clarify information provided on the application.

**CRITERIA FOR ISSUING A CONCEALED
PISTOL OR REVOLVER PERMIT**

Rhode Island General Law, 11-47-11(a) establishes the following criteria for the issuance of a permit to carry a concealed pistol or revolver upon his/her person:

1. A person must have a bona fide residence or place of business within the town and be 21 years of age or over;
2. or, Any person 21 years of age or over, having a bona fide residence within the United States and license or permit to carry a pistol or revolver concealed upon his or her person issued by the authorities of any other state or sub-division of the United States;
3. or, If it appears that the applicant who meets the criteria in #1 above, has good reason to fear an injury to his person or property;
4. or, Having met the criteria in #1 above, has any other proper reason to so be licensed.
5. A person prohibited from having a firearm by any state or federal law, or court order is not eligible to obtain a permit to carry a concealed weapon.

PROPER SHOWING OF NEED

In considering each individual application for a pistol permit the Burrillville Police Department must determine whether or not the applicant has demonstrated a proper showing of need to carry a loaded firearm in public, and consider the individual's demonstration of skill and responsibility to safely carry and use a firearm in compliance with all state, Federal and local laws. While there cannot be any set formula or criteria to limit or restrict the Burrillville Police Department's discretion to issue or deny a pistol permit, the Burrillville Police Department considers the following factors in assessing an applicant's proper showing of need.

1. Has the applicant demonstrated a specific particularly risk to life, limb or property?
2. Has the applicant demonstrated the skill, training, and ability to properly use a firearm in accordance with Rhode Island laws?
3. Does past unlawful, dangerous or violent conduct of the applicant justify denial at the Burrillville Police Department's discretion even if it is not sufficient to disqualify the applicant as a matter of law from possessing a firearm?
4. Has the applicant been issued a protective order pursuant to Chapter 15-5, Chapter 15-15, or Chapter 8-8.1 of the General Laws?

After reviewing the application, the Burrillville Police Department shall grant or deny the pistol permit, and, if denied, state the reason.

RESPONSIBILITIES

Approved holders should maintain, use, and store their firearm or firearms in a responsible manner. All permit holders are required to inform the Burrillville Police Department, as well as the police department where the theft or loss occurred, within 24 hours of becoming aware of the loss or theft of a weapon. If you do not report a loss or theft timely, your permit may be suspended.

Permit holders will be reviewed annually by the Burrillville Police Department for any acts that would have disqualified the applicant upon making application. The permit holder is subject to having his/her permit revoked or suspended if disqualifying activity is discovered during any review or if any disqualifying information is received.

INSTRUCTIONS FOR LICENSE TO CARRY A CONCEALABLE WEAPON

NO APPLICATIONS WILL BE CONSIDERED UNLESS THE FOLLOWING HAVE BEEN COMPLETED

1. This official application form must be filled out completely by the applicant. Please **PRINT OR TYPE** application or **IT WILL BE RETURNED**.

2. The application must be **NOTARIZED**.

3. Enclose two (1"x 1") pictures of the applicant taken without headgear or glasses.

This photo must be a clear picture of the head and face. Please **PRINT** applicant's name on the back of each picture. **NO** laminated photos will be accepted.

4. Proof of qualification before a certified weapons instructor, i.e. NRA instructor or police range instructor, must be supplied along with a copy of the NRA/FBI firearms instructor's certification.

5. Two types of positive identification must be submitted, photocopied, signed, and dated by a notary public attesting to be true copies.

6. Three letters of reference are required. **(may not be authored by a family member)**

7. All new pistol permits issued from this department must have a full set of applicant's fingerprints submitted on a **FBI FINGERPRINT APPLICANT CARD (FD-258 (Rev. 12-29-82))** included with the application. Fingerprint card must be signed by applicant. This is not necessary for a renewal application.

8. If the permit is to be used for employment, a **TYPED** letter of explanation must be submitted on your employer's letterhead and included with the application.

9. If the permit is **not** for employment, a typed letter must be submitted by the applicant stating the reasons why a permit is needed on a full-time basis. All letters must be dated. We will not accept a photocopy of any signature.

10. Retired police officers applying under Section 11-47-18 must submit a letter of verification from the Chief of Police of the department which they retired from, stating that they have completed 20 years of GOOD service.

11. A forty dollar (\$40.00) **CHECK OR MONEY ORDER** must be submitted with your application.

12. Applicant will be notified by mail of approval or denial of permit. Telephone inquiries will not be accepted. If approved, applicant must appear in person to pick up permit.

This application, fingerprint card, and photos become part of the records of the Burrillville Police Department and will **NOT** be returned.

13. All permits will expire **FOUR (4) YEARS** from the date of issue. Also, the renewal of your permit is your obligation. No notification of expiration of the permit will be sent to you. Allow a maximum of **120 DAYS for processing of your application**.

BURRILLVILLE POLICE DEPARTMENT
1477 VICTORY HIGHWAY
OAKLAND, RHODE ISLAND

APPLICATION FOR LICENSE TO CARRY A CONCEALABLE WEAPON

DATE _____ PERMIT NUMBER _____

NAME _____

First Middle Last

ADDRESS _____

Street name & number (**no P.O. Boxes accepted**) City or Town State & Zip
TEL.NUMBER

(HOME) (BUSINESS) (OTHER)
SOCIAL SECURITY NUMBER _____

OCCUPATION _____

EMPLOYED _____

BY: _____

(Employer's street name & number) (City or Town) (State & Zip)

DETAIL OF JOB

DESCRIPTION _____

DATE OF BIRTH _____ PLACE OF
BIRTH _____

HEIGHT _____ WEIGHT _____ COLOR OF EYES _____ COLOR
OF HAIR _____

ARE YOU A CITIZEN OF THE UNITED STATES? _____ HOW
LONG? _____

**(If you are not a citizen of the United States, a copy of both sides of your
alien registration card must be included with this application).**

LIST ALL ADDRESSES FOR THE LAST THREE (3) YEARS, INCLUDING DATES
AND LOCATIONS

(If necessary, please submit a separate sheet)

SEND PHOTOCOPY OF OUT-OF-STATE PERMIT OR LICENSE
HAVE YOU EVER HAD A LEGAL NAME CHANGE? _____ IF YES,
PLEASE STATE FORMER
NAME _____

PLEASE LIST NICKNAMES OR ALIAS USED BY
YOU _____

ON A SEPARATE SHEET OF PAPER OR LETTERHEAD, **TYPE** DETAILS AND
SPECIFIC REASONS FOR YOUR NEED FOR A RHODE ISLAND PERMIT (ONLY
TYPED LETTERS WILL BE ACCEPTED).

TWO (2) TYPES OF POSITIVE IDENTIFICATION MUST BE SUBMITTED: Ex. (1)
Birth Certificate (2) Rhode Island or State Driver's License (3) Rhode Island
Identification Card

A PHOTOCOPY OF ANY TWO (2) OF THE ABOVE SIGNED AND DATED BY A
NOTARY PUBLIC, ATTESTING AS BEING TRUE COPIES WILL BE ACCEPTED.
PASSPORT AND OTHER POSITIVE IDENTIFICATION WILL ALSO BE
ACCEPTED.

THREE (3) LETTERS OF REFERENCE ARE REQUIRED
(Cannot be from a family member)

Name Address/City/State/Zip Tel.# Yrs. Known

Name Address/City/State/Zip Tel.# Yrs. Known

Name Address/City/State/Zip Tel.# Yrs. Known

(If necessary, please submit a separate sheet)

NOTE: THE RI COMBAT COURSE IS FOR LAW ENFORCEMENT PERSONNEL ONLY

ALL OTHERS MUST QUALIFY IN ACCORDANCE TO SECTION 11-47-15

WEAPON QUALIFICATION SCORE: CAL. OF WEAPON _____

AMY-L _____ SCORE _____ RI

COMBAT _____ SCORE _____

(Signature of N.R.A. Instructor or Police Range Officer) Date

(Printed Name & Telephone Number of N.R.A. Instructor or Police Range Officer)

(N.R.A. Number or Police Department Name)

AFFIDAVIT

I CERTIFY THAT I HAVE READ AND I AM FAMILIAR WITH THE PROVISIONS OF SECTION 11-47-1 TO 11-47-62, INCLUSIVE, OF THE GENERAL LAWS OF RHODE ISLAND, 1956, AS AMENDED, AND THAT I AM AWARE OF THE PENALTIES FOR VIOLATIONS OF THE PROVISIONS OF THE CITED SECTIONS. I FURTHER UNDERSTAND THAT ANY ALTERATION OF THIS PERMIT IS JUST CAUSE FOR REVOCATION.

(Applicant's Signature)

BEFORE A NOTARY PUBLIC:

SUBSCRIBED AND SWORN TO BEFORE ME IN _____,
RHODE

ISLAND THIS _____ DAY OF _____, 20__.

(Notary Public Signature) (Notary Public (name printed)

MY COMMISSION EXPIRES ON _____

(month) (year) (state)

FACTS TO DETERMINE FEAR OR INJURY TO PERSON OR PROPERTY

The following factors will be considered when determining an application for a concealed weapon permit. These factors will be considered once the applicant has demonstrated that he/she meets criteria #1 and #5:

1. Injury to Person or Property:

a. Explain the circumstances and extent of the threat or injury to person or threat or extent of damage to property:

b. Has the applicant filed a report with any law enforcement agency indicating that his/her person or property has been threatened or damaged?

What agency has the report been filed with? _____

What was the result? _____

b. Has the applicant received a restraining order from any court? _____

Is the applicant presently, or has he/she been the subject of a restraining order from any court? _____

c. How will the carrying of a concealed pistol or revolver, on his/her person, mitigate the threat to the person or their property? _____

(If necessary, please submit a separate sheet)

**FACTS TO BE USED IN DETERMINING
WHETHER THE APPLICANT IS A PROPER
PERSON TO RECEIVE A PERMIT TO CARRY
A CONCEALED PISTOL OR REVOLVER**

1. Have you ever been arrested?

If so, note date of arrest(s) and give details:

2. Have you ever refused to take a breathalyzer test?

If so, give details including the name of the law enforcement agency
involved _____

3. Have you ever applied for a permit to carry a concealed pistol or revolver in
another state or from the Rhode Island Attorney General, or a local city/town
in Rhode Island? _____

If yes, state city, town, state or
jurisdiction _____

Were you denied? _____ If so, give
reason: _____

(If necessary, please submit a separate sheet)