

Concealed Handgun Application Frequent Errors Checklist

Please carefully review your application so that it is not delayed or denied because of incomplete information. Frequent errors that occur:

Overall

- Is all personal information legible?

Question #2 - Date of Birth

- The year should be your birth year **not this year**.

Question #3 - Residential Address

- If you attach a separate listing of addresses, include the **dates** when you lived at each address.

Question #4 – Identifying Information

- Height Make sure you clearly write in your height.
- Weight Make sure you clearly write in your weight.
- Hair Color Do not abbreviate the spelling of your hair color.
 If your hair is brown, write brown - not B or BR.
 If your hair is brunette, write brunette - not B or BR.
 If your hair is blonde, write blond - not B or BL.
 If your hair is black, write black - not B or BL.
- Eye Color Do not abbreviate the spelling of your eye color.
 If your eye color is green, write green - not GR.
 If your eye color is gray, write gray - not GR.
 If your eye color is blue, write blue - not BL.
 If your eye color is brown, write brown - not BR.
- Scars, Marks Scars, marks, tattoos, peculiar characteristics:
 & Tattoos be specific what it is (i.e. scar, mark, tattoo) and
 what shape it is and where it is (e.g. left elbow).

If you do not have any peculiar characteristics, please write “NONE.”

Question #6 – Place of Birth

- If not born in the United States, provide proof of citizenship or legal residence.

Question #8

- Answer all YES or NO questions.

Question #9 – Competency

- Presenting evidence of equivalent experience with a firearm through participation in organized shooting competition or current military service (i.e. copy of active duty military ID) or proof of an honorable discharge from any branch of the armed services (i.e. copy of DD-214 Certificate of Release or Discharge from Active Duty).
- Completing any firearms training or safety course or class conducted by a state certified or National Rifle Association certified firearms instructor. Certificate should include instructor's certification ID number.