



Maynard Police Department

Chief Mark W. Dubois

INSTRUCTIONS FOR LICENSE TO CARRY FIREARMS AND F. I. D. CARD APPLICANTS

The following officers will be available (depending on their shifts and work days) to process your application. **Please email the officers listed below in advance to schedule an appointment.**

Sgt. Stephen Jones, sjones@maynardpolice.com	Mon-Fri	9am -2pm
Sgt. William Duggan, wduggan@maynardpolice.com	Evenings	3pm- 9pm
Sgt. Brian Cushing, bcushing@maynardpolice.com	Evenings	3pm- 9pm

Please note that walk-ins without a scheduled appointment will not be processed

Required Items:

1.) Completed Commonwealth of Massachusetts LTC/FID/MACHINE GUN APPLICATION

2.) License fee for License to Carry Firearms & F. I. D. card: \$100.00.

Renewal for L.T.C. & F.I.D. \$100 (age 70 & older -Free)

License fee for F. I. D. RESTRICTED (Chemical spray): \$25.00

Renewal for F.I.D. RESTRICTED (Chemical spray) FREE

Fees are CASH ONLY - Non Refundable. Bring exact amount.

3.) You must bring proof of identification.

4.) If requesting a Class A license, a letter stating the reason you want the license must accompany the application.

5.) If a new issue, appropriate certificate from Massachusetts State Police sponsored Firearms Safety Course or Massachusetts Hunter Education course.

6.) You DO NOT need to bring photographs. We will do them electronically.

The Police Department will call you when the license is available to be picked up. Your license will be ready within approximately 40 days. After being notified, you may pick the license up at any time at the Police Station.



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SPECIAL NOTICE IN REGARDS TO QUESTION 10

Question 10 on page 2 asks: Have you ever appeared in any court as a defendant for any criminal offense (Excluding non-criminal traffic offenses)?

This does not include civil or probate court. It does not include a Civil Traffic Citation hearing.

It does include minor misdemeanor offenses such as operating under the influence of liquor, operating a motor vehicle after suspension of license, operating a motor vehicle without insurance, trespassing, being a disorderly person, disturbing the peace, etc. This not an inclusive list.

These offenses are not necessarily disqualifiers for a firearms license.

If you are in doubt as to whether to include an appearance you have made in court, include it in the application.

We will not question your application answers at the time of submission. If a Board of Probation record is found upon investigation, and question 10 is answered "No", the application will be denied for being untruthful, and the \$100 fee forfeited. You may then re-file a new application with the completed court information, and an additional \$100 fee.



**THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF PUBLIC SAFETY AND SECURITY
Department of Criminal Justice Information Services**

200 Arlington Street, Suite 2200, Chelsea, MA 02150
mass.gov/cjis | TTY: 617-660-4606

PD USE ONLY	
FTN:	_____
LIC #:	_____

You must submit this form to your local police department

**MASSACHUSETTS RESIDENT LTC/FID/MACHINE GUN APPLICATION
FOR NEW/RENEWAL OF A FIREARMS IDENTIFICATION CARD OR LICENSE TO CARRY
FIREARMS OR LICENSE TO POSSESS A MACHINE GUN (M.G.L c. 140, §§ 129B, 131)**

CHECK ONE:

- New Applicant*
- Renewal - Most Recent License to Carry/FID Number: _____

*NOTE: If application is for a first firearms identification card or license to carry firearms, a copy of the Firearms Safety Certificate or Hunter Safety Course Certificate must be attached, unless exempt by statute. If this is a renewal application, a lost/stolen firearms affidavit must be submitted.

LICENSE APPLICATION TYPE (Check Only One):

- Firearms Identification Card - Restricted (self-defense spray)
- Firearms Identification Card
- License to Carry
- License to Possess a Machine Gun
- Gun Club License (Only the Colonel of the State Police can issue a club license)

EXCEPT FOR SIGNATURE, PRINT OR TYPE ALL REQUESTED INFORMATION:

Last Name	First Name	Middle Name	Suffix
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Residential Address	City	State	Zip Code	Telephone Number
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Mailing Address	City	State	Zip Code	Telephone Number
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Date of Birth	Place of Birth (City, State, Country)
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Mother's First Name	Mother's Maiden Name	Father's First Name	Father's Last Name
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Height	Weight	Build	Complexion	Hair Color	Eye Color
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Occupation	Social Security Number (Optional)	Drivers License Number
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Employed By	Business Address
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City/Town	State	Zip	Telephone Number
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ANSWER THE FOLLOWING QUESTIONS COMPLETELY AND ACCURATELY:

1. Are you a citizen of the United States? YES NO

If lawful permanent resident alien, give green card number and resident date

_____ Green Card Number

_____ Resident Since (date)

If naturalized, give date, place and naturalization number

_____ Date

_____ Place

_____ Naturalization No.

2. Have you ever renounced your U.S. citizenship? YES NO

3. What is your age? _____ (You must be 21 to apply for a LTC, 18 to apply for a FID card, or 14 to 17 with submission of a certificate of parent or guardian granting permission to apply for a FID card or FID card – Restricted).

4. Have you ever been arrested or appeared in court as a defendant for any criminal offense? YES NO

5. Are you the subject of any pending criminal charges? YES NO

6. Have you ever been convicted of a felony? YES NO

7. Have you ever been convicted of the unlawful use, possession, or sale of controlled substances as defined in M.G.L. c. 94C, § 1? YES NO

8. Have you ever been convicted of a violent crime or a crime of domestic violence? YES NO

9. Have you ever been convicted as an adult or adjudicated a youthful offender or delinquent child in any state or federal jurisdiction? YES NO

10. Are you now, or have you ever been the subject of a restraining order issued pursuant to M.G.L. c. 209A, or a similar order issued by another jurisdiction? YES NO

11. Are you currently the subject of any outstanding arrest warrant in any state or federal jurisdiction? YES NO

12. Have you ever been committed to any hospital or institution for mental illness, or alcohol or substance abuse? YES NO

13. Has any firearms license issued under the laws of any state or territory ever been suspended, revoked, or denied? YES NO

14. Have you been discharged from the armed forces of the United States under dishonorable conditions? YES NO

15. Have you been the subject of an order of the probate court appointing a guardian or conservator? YES NO

If you answered "YES" to any of the questions 2-15, give details which must include dates, circumstances and location; use a separate sheet of paper if necessary.

Have you ever used or been known by another name?

YES NO

If "YES", provide name and explain: _____

Other than Massachusetts, in what state(s), territory(ies), or jurisdiction(s) have you lived?

NONE

Have you ever held a firearms license in any other state, territory or jurisdiction?

YES NO

If "YES", when, where, and license number? _____

List the name and addresses of two references (as required by your licensing authority)

1.

Last Name		First Name	
Address		City/Town	State Zip

2.

Last Name		First Name	
Address		City/Town	State Zip

Reason(s) for requesting the issuance of a card or license:

- Target & Hunting Sporting Employment Unrestricted (use lines below to indicate the reason(s) you are requesting an unrestricted LTC; use a separate sheet of paper if necessary)

WARNING Any person who knowingly files an application containing false information shall be punished by a fine of not less than \$500 nor more than \$1,000 or by imprisonment for not less than 6 months nor more than 2 years in a house of correction, or by both such fine and imprisonment (M.G.L c.140, §§ 129B(8), 131(h)).

I declare the above facts are true and complete to the best of my knowledge and belief and I understand that any false answer(s) will be just cause for denial or revocation of my license to carry firearms. I understand that filing an application that contains false information is a criminal offense.

Signed under the penalties of perjury this _____ day of _____ month _____ year

Signature of Applicant: _____