

Firearms Licensing Process

You must schedule an appointment by first telephoning the police department at 508-763-4017 and asking to speak with the firearms licensing officer.

On the date of the appointment, you are required to bring a completed application and all required documentation. Applications will only be accepted during your appointment. Incomplete or partial applications will not be accepted.

If this is the first-time you are applying to the Freetown Police Department for a License to Carry (LTC) Firearms, you will need to bring the following together with your application:

- Two (2) items of personal identification. For example, your Massachusetts driver's license or identification card, a certified copy of a birth certificate, or a U.S. Passport.
- Two (2) items to verify residency at the time of their appointment. These items will have the applicant's name and address, such as your Massachusetts driver's license or identification card, tax bill, voter registration, phone bill or utility bill.
- A copy of your Massachusetts approved firearms-training or hunter safety course certificate (however, current members of the U.S. military or Mass. National Guard are not required to submit a certificate).
- Two notarized letters of reference. They must be signed and notarized and include the name, address and phone number of the person giving the reference, and the length of time the reference has known you.
- For naturalized citizens, a copy of your Naturalization documentation.
- For resident aliens, a visa, or identification card ("green card") containing the alien registration number, attesting to your permanent resident status as an alien in the United States.
- For business owners who do not reside in town, a letter that includes the date on which you applied for a license within your home community, the name of the police department that the application was submitted to, and the reason for denial.
- A non-refundable application fee of \$100, check or money (no cash), made payable to the Town of Freetown. An application fee of \$25 is applicable to retired law enforcement officers and officers from another agency.
- A letter stating the reason(s) why you are requesting a LTC. See license restrictions.

Licenses to Carry (LTC) are issued with the following restrictions:

Not an all-inclusive list.

- Hunting and target
- Sporting
- Employment
- None (All Lawful Purposes) – You must demonstrate a need for an un-restricted LTC in your letter. Your letter must:
 - specify the actual fear for your person and/or property. See M.G.L. c. 140, § 131(d). Generalized fear of potential crimes against the person is not sufficient; or
 - identify your employment as a law enforcement officer; or
 - be on company letterhead identifying your employment as security officer, guard, detective or investigator. This class of license will be restricted to employment and in traveling to and from it. You must notify the licensing authority upon termination of such employment and the license will be void forthwith.

If this is the first time you are applying for a Firearms Identification Card (FID) you will need to bring with you:

- Two (2) items of personal identification. For example, your Massachusetts driver's license or identification card, a certified copy of a birth certificate, or a U.S. Passport.
- Two (2) items to verify residency at the time of their appointment. These items will have the applicant's name and address, such as your Massachusetts driver's license or identification card, tax bill, voter registration, phone bill or utility bill.
- A copy of your Massachusetts approved firearms-training or hunter safety course certificate (however, current members of the U.S. military or Mass. National Guard are not required to submit a certificate).
- For naturalized citizens, a copy of your Naturalization documentation.

- For resident aliens, a visa, or identification card ("green card") containing the alien registration number, attesting to your permanent resident status as an alien in the United States.
- For business owners who do not reside in town, a letter that includes the date on which you applied for an FID within your home community, the name of the police department that the application was submitted to, and the reason for denial.
- A non-refundable application fee of \$100 check or money (no cash), made payable to the Town of Freetown. An application fee of \$25 is applicable to persons under 18 years of age.
- If the applicant is between the ages of 15 and 18 years, an authorization letter signed by the parent or guardian.

To renew your License to Carry (LTC) Firearms or Firearms Identification (FID) Card you will need to bring with you:

- Your Massachusetts driver's license or identification card or, if you do not have one, a certified copy of your birth certificate, or a U.S. Passport.
- A non-refundable application fee of \$100, check or money (no cash), made payable to the Town of Freetown. An application fee of \$25 is applicable to retired law enforcement officers and officers from another agency, and \$25 for persons under 18 years of age. There is no renewal fee for a person over 70 years of age.
- If you do not have an unrestricted license and are requesting one, you must submit a letter as described above in the "Licenses are issued with the following restrictions" section.

Note:

LTC & FID Application **Question #10** reads as follows: "Have you ever **appeared** in **any** criminal court as a defendant for **any** criminal offense or criminal traffic offense (excluding non-criminal traffic offenses)?"

The key word is "**appeared**" rather than "arrested." Having been charged and convicted of a crime does not necessarily prohibit you from getting an FID or LTC. **Not answering the question truthfully does.**

Understand that "ever appeared" includes **all adult and juvenile appearances**. It does not matter if you were found not guilty, or if the charges were dismissed, or if you received a continuance without a finding, or your record was sealed - you still have to answer "yes" to the question if you ever appeared in any criminal court. If you do not answer truthfully, we will find out, no matter how long ago you appeared in court.

If you have a **sealed record**, you also have to indicate this; we are notified of disqualifiers even if they are from a sealed record.

We will not accept "I forgot," "They told me it would not show up," or "It never showed up before." Remember: you are signing this application under penalties of perjury; you will be denied a license for any untruthful answer and you may face the possibility of prosecution.

Information about how to obtain your criminal offender record information (CORI) is available from the Executive office of Public Safety & Security:

<http://www.mass.gov/eopss/crime-prev-personal-sfty/bkgd-check/cori/>



**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
TEL: 617-660-4600 | TTY: 617-660-4606 | mass.gov/cjis

PD USE ONLY	
FTN:	_____
LIC #:	_____

**Submit this form and direct any questions 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:

- Unrestricted
- Target & Hunting
- Sporting
- Employment

Use lines below to indicate the reason(s) you are requesting the license; 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: _____

Massachusetts License to Carry (LTC)/Firearms Identification Card (FID) Affidavit

Complete this form **only** if you are **renewing** your firearms license.

License Holder Name: _____

Current LTC or FID card Number: _____

Please select one:

A. (No firearm(s) lost or stolen since previous issuance of LTC or FID card)

1. I am renewing a Massachusetts firearms identification (FID) card or license to carry (LTC) firearms.

2. I have not lost one or more firearms or had any firearms stolen since the renewal or issuance of my last FID card or LTC.

OR

B. (Firearm(s) reported lost or stolen since previous issuance of LTC or FID card)

1. I am renewing a Massachusetts firearms identification (FID) card or license to carry (LTC) firearms.

2. I have lost one or more firearms or have reported stolen one or more firearms since the renewal or issuance of my last FID card or LTC.

List all lost or stolen firearms below; use additional sheets as necessary.

Lost or Stolen	Date Reported Lost or Stolen	Reported to (Police Dept.)	Type	Make	Model	Serial Number	Case Number

The above information is true and accurate to the best of my knowledge and belief.

SIGNED UNDER THE PENALTIES OF PERJURY:

Signature: _____

Date: _____