

PROCEDURE FOR MAKING APPLICATION FOR HANDGUN PERMIT

PERSONAL PROTECTION PERMIT

1. Fill out the information sheet attached.
2. Two (2) or three (3) days after submitting this information to the Records Division **you should contact** Detective's Secretary, Michelle Moats at 376-2620 Monday through Friday, 8:00 a.m. to 5:00 p.m. At this time an appointment will be made for you to come in and fill out the Application for Handgun License and to have your fingerprints taken.

A \$10.00 application fee is required on the date of your appointment; this can be paid in cash or by check. The application will then be given to you to mail to the Indiana State Police. An additional \$15.00 fee must be sent in with the application. The State Police require a certified check or money order made payable to the State of Indiana.

HUNTING and TARGET PERMIT

Same as steps 1 and 2 above.

A \$10.00 application fee is required on the date of your appointment; this can be paid in cash or by check. The application will then be given to you to mail to the Indiana State Police. An additional \$5.00 fee must be sent in with the application. The State Police require a certified check or money order made payable to the State of Indiana.

There is a fee of \$1.00 to have the application notarized at the Police Department.

All permit applications are processed as **new** permit applications. There are **NO** **“RENEWAL” FORMS.**

Permits are valid for four (4) years from the date of issue.

