



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF PUBLIC SAFETY AND SECURITY

Department of Criminal Justice Information Services

200 Arlington Street, Suite 2200, Chelsea, Massachusetts 02150, MASS.GOV/CJIS
TEL: 617-660-4600 • TTY: 617-660-4606 • FAX: 617-660-4613

Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor

Daniel Bennett
Secretary of Public Safety and Security

James F. Slater, III
Acting Commissioner

IMPORTANT NOTICE

As of April 30, 2012, all lawful permanent resident aliens (green card holders) are eligible to apply for a Massachusetts resident license to carry (LTC) firearms or firearms identification (FID) card.

Massachusetts LTCs and FID cards are issued through the applicant's local police department and are valid for up to six years. A LTC allows the holder to possess and purchase firearms, rifles, shotguns and ammunition. A FID card allows the holder to possess and purchase non-large capacity rifles, shotguns, and ammunition.

Massachusetts resident LTC and FID card applications can be found on the Firearms Record Bureau's website (www.mass.gov/cjis) under "Forms and Applications".

The Firearms Records Bureau will continue to process all other resident alien permit applications submitted in accordance with G.L. c. 140 § 131H.



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RE: Application for Resident Alien Permit to Possess Rifles or Shotguns

Dear Applicant:

All new and renewal resident alien permits to possess rifles or shotguns in Massachusetts are issued through the Massachusetts Instant Record Check System (MIRCS). MIRCS is a computer based application used to manage, process and monitor firearms licensing statewide.

To complete the application process, you must appear in person at the following:

**Massachusetts Department of
Criminal Justice Information Services
Firearms Records Bureau
200 Arlington Street
Chelsea, MA 02150**

You will receive a notice by mail or email with your scheduled date and time to appear for final permit processing in Chelsea, MA. Appointments will be scheduled in the order that completed applications are received. *The Firearms Records Bureau recommends that all applicants apply for renewal at least 90 days before their current license expires to allow time for processing.*

Pay close attention to the enclosed updated application instructions and complete the application accurately. A mistake on the application will result in a delay in the application process or a denial of the application.

Thank you,

Michaela Dunne
Manager of Law Enforcement & Justice Services

Resident Alien Permit Application Instructions

Non-Refundable Application Fee: \$100.00

Expires: December 31st of the year of issue

The following items must be received and applications must be complete before you will be contacted by FRB staff to set up an appointment for final LTC processing in Chelsea, MA:

1. **Fee:** Only bank or postal money orders and certified checks made payable to "Commonwealth of Massachusetts" will be accepted as payment. The **non-refundable** application fee is one hundred dollars (\$100). *Cash, personal checks, or business check(s) are not accepted and if received, the application package will be returned to you.*
2. **Firearms Safety Course:** First time applicants must submit a copy of a certificate showing completion of a Massachusetts Basic Firearms Safety Course. ***This course must have been taken with an instructor who is certified by the Colonel of the Massachusetts State Police*** (please ask your instructor prior to taking the course if he is certified in Massachusetts).

A current list of acceptable courses is available here: <http://www.mass.gov/eopss/firearms-reg-and-laws/>

A certificate issued by the Massachusetts Division of Fisheries and Wildlife, showing completion of a hunter education course is a valid substitute for the Firearms Safety Certificate.

3. **Photocopy of Immigration Card:** Resident aliens must enclose a photocopy of their immigration card or visa (containing the alien registration number), or if applicable, a photocopy of other documents allowing for lawful entry into the United States.
4. **Home Address:** All applicants must complete the information for street, city/town, state, and zip code. *P.O. Box numbers will not be accepted for the residential mailing address and, if received, the entire application package may be returned to you.*
5. **Self-addressed, stamped envelope:** Used to mail the completed license.

Applications must be complete and accurate

Inaccurate or false information will result in a denial of the application

Mail the completed package to:

**Massachusetts Department of
Criminal Justice Information Services
Firearms Records Bureau
200 Arlington Street
Chelsea, MA 02150**

Note:

- All applications are initially processed through the mail; walk-in service is *not* available.
- You will be contacted by mail or email in 2-3 weeks with your scheduled appointment to appear in person at the Firearms Records Bureau to complete your license application.
- The Firearms Records Bureau does not provide interpreting services. If English is not your first language, you may bring with you a family member or friend for assistance.



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FRB USE ONLY
FTN: _____
LIC #: _____

MASSACHUSETTS RESIDENT ALIEN PERMIT TO POSSESS A RIFLE OR SHOTGUN APPLICATION
(M.G.L.c. 140, § 131H)

CHECK ONE:

- New Applicant (you must attach a copy of your Massachusetts Rifle and Shotgun Safety Course certificate)
- Renewal - Previous Permit Number: _____

INDICATE IF YOU WOULD LIKE YOUR APPOINTMENT DATE EMAILED:

- YES (email address): _____
- NO (you will receive a notice in the mail)

EXCEPT FOR SIGNATURE, PRINT OR TYPE ALL REQUESTED INFORMATION:

Year permit is requested for: _____

Last Name First Name Middle Name Suffix

Residential Address City State Zip Code Telephone Number

Mailing Address City State Zip Code Telephone Number

Date of Birth Place of Birth (City, State, Country)

Mother's First Name Mother's Maiden Name Father's First Name Father's Last Name

Height Weight Build Complexion Hair Color Eye Color

Occupation Social Security Number (Optional) Drivers License Number

Employed By Business Address

City/Town State Zip Telephone Number

ANSWER THE FOLLOWING QUESTIONS COMPLETELY AND ACCURATELY:

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

If no, what is your Alien Registration Number? _____

If none, state type of lawful authorization and provide description of documents and identifying number on documents which allowed lawful entry into the United States. You must include a photocopy of these documents: _____

Entry into the United States:	_____	_____
	Port of Entry	Date of Entry

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

3. What is your age? _____ (You must be 21 to apply for this permit)

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 2-14, 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? _____

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

Target & Hunting Sporting Other

Use the lines below to indicate why you are requesting the issuance of the permit

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 _____
 date month year

Signature of Applicant: _____

NOTE CHANGE OF ADDRESS REQUIREMENT:
FAILURE BY A HOLDER OF A LTC TO NOTIFY THIS OFFICE OF ANY CHANGE IN HIS/HER ADDRESS, BY CERTIFIED MAIL, WITHIN THIRTY (30) DAYS OF ITS OCCURRENCE MAY RESULT IN REVOCATION OR SUSPENSION.

EXPIRATION:
PERMITS EXPIRE ON DECEMBER 31 OF THE YEAR IN WHICH THE PERMIT IS ISSUED. A RENEWAL OF THIS PERMIT MAY ONLY BE OBTAINED BY THE HOLDER COMPLETING AND SUBMITTING A NEW APPLICATION WITH ALL THE REQUIRED INFORMATION.