

Benjamin Florsheim
Mayor

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Chief of Police



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Middletown POLICE DEPARTMENT

"To proudly serve in partnership with the community through a commitment to excellence, professionalism and integrity."

You must submit the following information for your application to be accepted:

1. A COMPLETED, SIGNED and **NOTARIZED** APPLICATION FORM.
2. One of the following: Original Birth Certificate, Passport or Proof of American Citizenship. (Original documents will be copied and returned to you).
3. A certificate of competency from an NRA Certified Handgun Instructor, an NRA Home Safety Instructor, a Police Firearms Instructor, or Gun Club Officer who attests to your competence with a handgun. (Original documents will be copied and returned to you).
4. Proof of Middletown Residency, i.e., Driver's license (with current address), tax document or utility bill.
5. A recent color photograph (head and shoulders) at least 2"x 2". (Passport photo not required).
6. A **MONEY ORDER** in the amount of **\$13.25** payable to the "Treasurer-State of CT".
7. A **MONEY ORDER** in the amount of **\$75.00** payable to the "Treasurer-State of CT".

Note: PERSONAL CHECKS CANNOT BE ACCEPTED

The following items are "requested" in order to assist us in assessing your character and suitability to carry a handgun:

Three (3) **Notarized** letters of reference from people within the Middletown Community, who can attest to your suitability to carry a handgun. Each letter should contain the writer's full name, address, and telephone number.

Once you have assembled the above documents, please call (860) 638-4095 to make an appointment to have your materials reviewed and fingerprints taken.

NOTICE: When the 60 day temporary permit is issued at MPD Headquarters the following fee will be collected.

EXACT CASH or **MONEY ORDER** in the amount of **\$70.00** made out payable to the "Middletown Police Department".

WE CANNOT ACCEPT INCOMPLETE APPLICATIONS!

