

IMPORTANT INFORMATION PLEASE SAVE.

STOLEN or LOST HANDGUNS:

Firearms lost or stolen must be reported to a police agency within 24 hours of discovery. A copy of the police report must be supplied to the Pistol License Office in person within 72 hours of reporting it stolen or lost to the Police agency. Firearms stolen from a vehicle will almost certainly result in Revocation.

STOLEN HANDGUNS:

It is the Pistol License holder's responsibility to keep all handguns in a safe and secure location at all times. This means handguns must be in a safe or gun cabinet that cannot be easily broken into or removed from the premises. Any handguns stolen from an unsecured place will seriously jeopardize your license leading to the suspension and or revocation of your Pistol License and possible criminal charges.

ADDRESS OR NAME CHANGE DUPLICATE LICENSE:

Any address change or name change must be reported in person to the Pistol License Office within 10 days of the change. Your personal identifiers are only changed when you come in to get a duplicate license. These do not have to be updated. Duplicate Licenses are issued when your License is lost or destroyed.

MOVING OUT OF STATE:

You must surrender your pistol license to this office as soon as you take up residency in another state. Simply forward your license back to the Pistol License Office with a note stating your new address, and where all the guns that were on your pistol license list are. Your license will then be cancelled.

LICENSE HOLDER DIES:

The person in charge of the Estate has 15 days to sell or transfer the handguns to another license holder; after that, the handguns must be surrendered to a police agency; the Estate then has 1 year to dispose of the guns. **Check the web at ocgov.net and click on Pistol Department for proper instruction of transfer.**

CHANGES IN YOUR GUN LIST: All guns on or off your license must be done in person within 10 days of the date on your receipt or coupon. Procedures to add or delete handguns are as follows:

GUNS ADDED FROM DEALER: A bill of sale from the NYS Dealer. It must be complete with all gun information and all dealer information. Check to make sure serial number is legible.

GUNS SOLD TO DEALER: A receipt showing all gun information and that dealer has possession of gun.

GUNS ADDED FROM PRIVATE TRANSACTION: A bill of sale with the seller's name, license number, and county of issue, the name and license number of whom the gun is going to, as well as all the gun information, and the seller's signature. **All Out-of-County purchases must be notarized.**

GUNS SOLD TO ANOTHER LICENSE HOLDER: You will need the Purchase Coupon from the person you sold the gun to, to have it removed from your pistol license.

ALL GUNS PURCHASED OUT OF STATE: Must be transferred from an out-of-state dealer to a NY State firearms dealer, ONLY. **Do not bring any pistol or revolver into New York State from any other state.**

All arrests must be reported to the pistol license staff within 72 hours of the charge(s).

All accidental shootings must be reported to the pistol office within 72 hours also.

New York is a carry-concealed state. All firearms must be carried concealed in any public forum only exception being at a supervised range or in the woods hunting. I understand **ANY** arrest must be reported to the Office of Pistol Licensing within 3 days of the arrest.

I have read and understand the above-mentioned information, and I acknowledge that I have not been arrested or the subject of an order of protection since I was fingerprinted.

I understand I will never consume alcohol and/or drugs with a firearm in my possession.

Sign _____