

Dear Concealed Pistol License Applicant:

Until we are fully re-opened from the Covid shutdown and performing our own fingerprinting services, the following procedure can be followed for original Concealed Pistol License (CPL) applications.

We contract with Tom Erickson in Blaine for fingerprinting services. His fee (which is **separate from the cost of a CPL**) is \$25.00 and he takes cash, checks, credit or debit cards. If you are willing to pay the separate fee, contact Tom at 360-961-2318 to schedule a fingerprinting appointment. Once we have received your fingerprints from Tom, we will call you to have you come to the Police Department with your CPL application and \$49.25 payment (cash or check only) and start your background checks. If determined to be eligible, you should have your CPL within 30 days of application. Please note that the \$49.25 is non-refundable, should you be found ineligible for firearms/CPL possession.

Please ensure that you add your phone number to the fingerprint card (see below) or we will have to contact you by mail which will slow the process.

We appreciate your patience during these unsettled times!

APPLICANT <small>Use Fingerprint Station on Back</small>		LEAVE BLANK		TYPE OR PRINT ALL INFORMATION IN BLACK										FBI		LEAVE BLANK			
FD-258 (REV.3-1-10) 1110-0046		SIGNATURE OF PERSON FINGERPRINTED		LAST NAME NAM			FIRST NAME			MIDDLE NAME				DATE OF BIRTH		DOB			
RESIDENCE OF PERSON FINGERPRINTED		ALIASES AKA			O R I	WA0370400 PD FERNDALE, WA					Month Day		Year						
CITIZENSHIP CTZ		YOUR NO. OCA		SEX		FACE	HGT	WGT	EYES	HAIR	PLACE OF BIRTH		POB						
DATE		SIGNATURE OF OFFICIAL TAKING FINGERPRINTS		FBI NO. FBI		LEAVE BLANK													
EMPLOYER AND ADDRESS		ARMED FORCES NO. MNU		SOCIAL SECURITY NO. SOC		CLASS		REF											
REASON FINGERPRINTED		MISCELLANEOUS NO. MNU		Phone number here!															
1. R. THUMB		2. R. INDEX		3. R. MIDDLE		4. R. RING		5. R. LITTLE											
6. L. THUMB		7. L. INDEX		8. L. MIDDLE		9. L. RING		10. L. LITTLE											

July 8, 2021

Concealed Pistol License Application

Office use only
10 number
SID number
FBI number
CPL number

PRINT or TYPE all information

Application type: Original application, Renewal of license, Late renewal of license, Replacement license
Name (Last, First, Middle)
CPL number, if applicable
Expiration date
Other names by which you have been known
Driver license number
State
Physical address
City
State
ZIP code
Mailing address (if different)
City
State
ZIP code
Date of birth
Birthplace (City, State/Province, Country)
(Area code) Telephone number (optional)
Gender
Male
Female
Height
feet inches
Weight
pounds
Eyes (color)
Hair color
Ethnicity
Hispanic or Latino
Not Hispanic or Latino
Race (Check all that apply)
Black or African American
American Indian or Alaska Native
White
Asian
Native
Hawaiian or Other Pacific Islander
Email address for concealed pistol license renewal (optional)
List type and location of all marks, scars, and tattoos
Residency
1. Are you a U.S. citizen?
2. Are you a permanent resident alien?
3. Are you a legal alien temporarily residing in Washington?
Answer the following
1. Have you ever been convicted in adult court or adjudicated in a juvenile court of a felony...
2. Are you now on bond or personal recognizance pending trial...
3. Have you been convicted of 3 or more violations of Washington's firearms laws...
4. Are you an unlawful user of, or addicted to, marijuana, or any depressant, stimulant, or narcotic drug...
5. Have you ever been adjudicated mentally defective...
6. Have you been discharged from the Armed Forces under dishonorable conditions?
7. Are you subject to a court order restraining you from harassing, stalking, or threatening your child...
8. Have you been convicted in any court of a misdemeanor crime of domestic violence?
9. Have you ever renounced your United States citizenship?
10. Are you an alien illegally in the United States?

Signing this application authorizes the Department of Social and Health Services, as well as mental-health institutions and other health-care facilities, to release information relevant to your eligibility for a concealed pistol license to an inquiring court or law-enforcement agency.

I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

Date and place Applicant signature

What do I need to apply for a concealed pistol license?

- Bring a photo ID such as a valid state driver license or ID card.
- Bring your permanent resident card if you are a permanent resident alien.
- If you have an alien firearms license, bring your original passport and United States issued alien number or admission number.
- Bring your original certificate of rehabilitation or firearms restoration orders, if applicable.

How much does it cost for a concealed pistol license?

- Original license – \$36
- Renewal license – \$32
- Late renewal license – \$42
- Replacement license – \$10

Plus background check fees. All fees are non-refundable.

Do I need to get a fingerprint or background check?

- Yes. The law enforcement agency will take your fingerprints and conduct a background check before they issue an original CPL.
- The background check process will usually be completed within 30 days from the date you apply.
- If you do not have a valid Washington driver license or Washington state identification card or have not been a resident of Washington state for the prior 90 consecutive days, then the process may take up to 60 days.

Are there any other requirements?

Yes. Your application can be denied if:

- You have a concealed pistol license in a revoked status
- You are under 21 years of age
- You are subject to a court order or injunction concerning the possession of firearms
- You are free on bond or personal recognizance pending trial, appeal, or sentencing for a felony offense
- You have an outstanding warrant for your arrest from any court of competent jurisdiction for a felony or misdemeanor
- You have been ordered to forfeit a firearm within one year before filing a concealed pistol license application

Who do I contact if I have any questions?

- Contact your local law enforcement agency or county sheriff's office.

CAUTION: Although state and local laws do not differ, federal law and state law on the possession of firearms differ. If you are prohibited by federal law from possessing a firearm, you may be prosecuted in federal court. A state license is not a defense to federal prosecution.

Local law enforcement use only		
Database	Date	Checked by _____
<input type="checkbox"/> NICS	_____	_____
<input type="checkbox"/> WACIC/NCIC	_____	_____
<input type="checkbox"/> Warrant file	_____	_____
<input type="checkbox"/> DOL firearms file	_____	_____
<input type="checkbox"/> DSHS	_____	_____
<input type="checkbox"/> Local check	_____	_____
<input type="checkbox"/> Fingerprints (original application only)	_____	_____
<input type="checkbox"/> Approved <input type="checkbox"/> Denied By _____		Date _____

AGENCY PRIVACY REQUIREMENTS FOR NONCRIMINAL JUSTICE APPLICANTS

Authorized governmental and non-governmental agencies/officials that conduct a national fingerprint-based criminal history record check on an applicant for a noncriminal justice purpose (such as employment or a license, immigration or naturalization matter, security clearance, or adoption) are obligated to ensure the applicant is provided certain notices and that the results of the check are handled in a manner that protects the applicant's privacy. All notices must be provided in writing.¹ These obligations are pursuant to the Privacy Act of 1974, Title 5, United States Code (U.S.C.), Section 552a, and Title 28, Code of Federal Regulations (CFR), Section 50.12, among other authorities.

- Officials must ensure that each applicant receives an adequate written FBI Privacy Act Statement (dated 2013 or later) when the applicant submits his/her fingerprints and associated personal information.²
- Officials must advise all applicants in writing that procedures for obtaining a change, correction, or update of an FBI criminal history record are set forth at 28 CFR 16.34. Information regarding this process may be found at <https://www.fbi.gov/services/cjis/identity-history-summary-checks> and <https://www.edo.cjis.gov>.
- Officials must provide the applicant the opportunity to complete or challenge the accuracy of the information in the FBI criminal history record.
- Officials should not deny the employment, license, or other benefit based on information in the FBI criminal history record until the applicant has been afforded a reasonable time to correct or complete the record or has declined to do so.
- Officials must use the FBI criminal history record for authorized purposes only and cannot retain or disseminate it in violation of federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.³

The FBI has no objection to officials providing a copy of the applicant's FBI criminal history record to the applicant for review and possible challenge when the record was obtained based on positive fingerprint identification. If agency policy permits, this courtesy will save the applicant the time and additional FBI fee to obtain his/her record directly from the FBI by following the procedures found at 28 CFR 16.30 through 16.34. It will also allow the officials to make a more timely determination of the applicant's suitability.

Each agency should establish and document the process/procedures it utilizes for how/when it gives the applicant the FBI Privacy Act Statement, the 28 CFR 50.12 notice, and the opportunity to correct his/her record. Such documentation will assist State and/or FBI auditors during periodic compliance reviews on use of FBI criminal history records for noncriminal justice purposes.

¹ Written notification includes electronic notification, but excludes oral notification.

² See <https://www.fbi.gov/services/cjis/compact-council/privacy-act-statement>

³ See 5 U.S.C. 552a(b); 28 U.S.C. 534(b); 34 U.S.C. § 40316 (formerly cited as 42 U.S.C. § 14616), Article IV(c); 28 CFR 20.21(c), 20.33(d), 50.12(b) and 906.2(d).