



# Concealed Firearm Permit Application

Standard or Provisional

## Instructions for New Applicants

### Eligibility

**NOTE:** Utah Code Ann. § 53-5a-102.2 does not require a person to obtain a permit to carry a concealed firearm. Check [bci.utah.gov](http://bci.utah.gov) for questions and answers regarding carrying a concealed firearm in Utah without a Concealed Firearm Permit.

Anyone at least 21 years of age may apply for the Utah Concealed Firearm Permit. Permit is valid for 5 years.

Anyone between 18 years of age and 20 years of age may apply for the Utah Provisional Concealed Firearm Permit. Provisional Permits are valid until the permit holder's 21st birthday.

Please answer all questions by typing or clearly printing in ink.

Original applications must be accompanied by all required documentation (see below). Every application must be signed by the applicant prior to submission. Only original applications will be accepted.

If applying by mail, please send the application and all required documentation in a 9 x 12 envelope.

### Cost to Apply

The following non-refundable fee must be included with your application:

|                 |                |
|-----------------|----------------|
| Utah Residents: | <b>\$55.00</b> |
| Non-Residents:  | <b>\$90.00</b> |

BCI offers fingerprinting services for a fee of \$20.

Appointments must be scheduled online at [bci.utah.gov](http://bci.utah.gov).

No charge for K-12 school employees (need letter from school).

No charge for active duty military and spouse stationed in Utah (include copy of active duty orders showing stationed in Utah).

### Payment Options

**Accepted payment methods:** The Bureau accepts cash, check, money order, VISA, MASTERCARD, AMERICAN EXPRESS, and DISCOVER.

**Credit-card requirement:** Credit card payment must include the 3 or 4 digit control number on the back of the card.

**Check requirements:** Name must be imprinted on checks (no counter checks please). **Payable to:** Please make check or money order payable to: BCI. **Returned-check charge:** There will be a \$20 service charge for returned checks. **Cash by mail:** Please do not send cash in the mail.

### Concealed Firearm Course Concerns

BCI would like to be notified of any concerns with Utah concealed firearm permit instructors or course materials. BCI can be contacted by email at [dpsfirearms@utah.gov](mailto:dpsfirearms@utah.gov).

### What Must Accompany the Application

- ☐ Photocopy of your state issued driver license or state issued identification card
- ☐ (1) Blue & white applicant fingerprint card  
Must make an appointment online at [bci.utah.gov](http://bci.utah.gov) for fingerprint services.
- ☐ Photograph  
One recent color photograph of passport quality (2x2, no hats or sunglasses). **Name must be on back of photo.**
- ☐ Application must include permanent physical residence and mailing address (if applicable)

### Non-Resident Proof of Permit

If you reside in a state that recognizes the validity of the Utah CFP or has reciprocity with Utah, you must obtain a CFP or CCW from your home state and submit a copy with the expiration date visible. For a list of reciprocal states visit [bci.utah.gov](http://bci.utah.gov). You are considered a resident of whichever state issued your ID. If your state does not recognize the Utah permit, this does not apply to you. If you are applying for a Provisional Concealed Firearm Permit and your state honors the Utah Provisional Permit, you must include a copy of your state's concealed firearm permit.

### Fingerprint Cards

Blue and white (FD-258) applicant fingerprint cards can be obtained from BCI or your local police department. Fingerprint cards must be filled out completely. **Use black ink only.** Writing and prints must be legible. Fingerprint cards that are not legible will be returned to the applicant and will cause a delay in processing the application. Private businesses and many local law enforcement agencies provide this service - check your local listings.

### Applicants Born Outside the U.S.

If you were born outside of the U.S. and are currently a U.S. citizen, you must include **ONE** of the following:

- ☐ copy of U.S. issued born-abroad certificate
- ☐ copy of valid U.S. passport
- ☐ copy of naturalization certificate

If you are not a U.S. citizen you must include **ONE** of the following (whichever is applicable):

- ☐ copy of permanent resident card
- ☐ copy of I-94 paperwork along with copy of hunting license

### Weapon Familiarity Certification

Applicants must complete a firearms familiarity course, certified by the Bureau, before applying for a permit. Please have your instructor complete the certification information on the application. Holders of a valid Concealed Firearm Permit from a state other than Utah are **not** exempt from taking the weapon familiarity course from an approved Utah instructor. BCI must receive your application within one year from the date the course was completed.

### Application Processing

Upon receipt of your completed application packet, we will process your payment. Applications will be reviewed in the order they were received. Upon completion of the background investigation, if the application meets criteria established by law, the permit will be mailed to you. Please do not call to check the status of your permit - the review process may take up to 60 days.

### Warning

Falsification of any information in the application may result in denial or revocation of a permit and possible criminal prosecution.

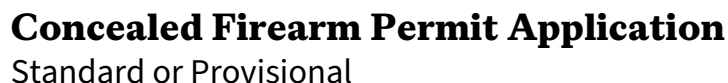
### Contact Information

Applications may be submitted in person or by mail to:  
Bureau of Criminal Identification  
4315 South 2700 West, Ste 1300 | Taylorsville, UT 84129  
Office Hours: M-F, 8:00 a.m. until 5:00 p.m.

Visit our website at: [BCI.UTAH.GOV](http://BCI.UTAH.GOV)

Any questions, please contact BCI at 801-965-4445 or [dpsfirearms@utah.gov](mailto:dpsfirearms@utah.gov).





**Fee: \$55.00** Utah residents · **\$90.00** non-residents. Credit card, money order, or check payable to "BCI" — name must be imprinted on check. **Fees are non-refundable.** Under Utah Code Ann. § 53-5a-102.2, a permit is not required to carry a concealed firearm. See [bci.utah.gov](http://bci.utah.gov) for questions about carrying without a permit.

Bureau Use Only

## Section 1 – Applicant Information

Are you a U.S citizen? If you answered no, include USCIS# (permanent resident number) or I-94 #

## Section 2 – Eligibility Questions

**All applicants must answer every question · Attach explanation for any "Yes"**

## Section 2 – Instructor Certification

### Section 3 – Instructor Certification

**Training is valid for one year.**

Instructor's stamp goes in this box

## Section 4 – Declaration

**All applicants must read and sign**

DATE SIGNED \_\_\_\_\_ X  
APPLICANT SIGNATURE \_\_\_\_\_

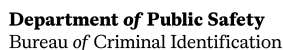
## Section 5 – Method of Payment

**Complete only if application is mailed in**

X

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CARDHOLDER SIGNATURE



4315 S 2700 W, Ste 1300 | Taylorsville, UT 84129 | 801-965-4445  
bci.utah.gov | dpsfirearms@utah.gov | Revised 10/2026