



State of Utah
 Department of Public Safety
APPLICATION FOR CONCEALED FIREARM PERMIT
OR
PROVISIONAL CONCEALED FIREARM PERMIT
INSTRUCTIONS
NEW APPLICANT



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 permit holder's 21st birthday.

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

Applications may be submitted in person or by mail to:

Bureau of Criminal Identification
 3888 West 5400 South
 Taylorsville UT 84129
 Office Hours: M-F, 8:00 a.m. until 5:00 p.m.

Applications must be accompanied by all required documentation (see below). Every application must be signed by the applicant prior to submission.

If applying by mail, please send 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: \$53.25
Non-Residents: \$63.25

PAYMENT OPTIONS

The Bureau accepts cash, check, money order, VISA, MASTERCARD, AMERICAN EXPRESS and DISCOVER. **Credit card payment must include the 3 or 4 digit control number on the back of the card.**

Name must be imprinted on checks (no "counter checks" please). Please make check or money order payable to: **BCI**. There will be a \$20 service charge for returned checks. **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.

WHAT MUST ACCOMPANY THE APPLICATION

PHOTOCOPY OF YOUR DRIVER LICENSE OR STATE ISSUED IDENTIFICATION CARD

1 (BLUE & WHITE) APPLICANT FINGERPRINT CARD
BCI does offer fingerprint services. The fee is \$15.00

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** You are considered a resident of whichever state issued your ID. If your state does not recognize the Utah permit this does not apply. 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, including signatures of both the applicant and official. **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 OF U.S.:

If you were born outside of the U.S. you must include your Alien Registration Number or INS Registration Number on your application and fingerprint card, or include a copy of your U.S. issued born abroad birth certificate. A copy of a valid U.S. passport will also be accepted for proof of citizenship if born outside the US.

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.** A copy of your Utah Provisional Permit may be used to satisfy Weapon Familiarity Certification if Provisional Permit is less than 1 year expired.

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.

VISIT OUR WEBSITE AT:

BCI.UTAH.GOV
Any questions please contact BCI at 801-965-4445 or dpsfirearms@utah.gov.



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Please read all instructions prior to completing this form. TYPE OR PRINT IN INK.

Your application will not be processed unless this form is completely filled out and all applicable questions answered. Be sure to provide all supporting documents: one complete fingerprint card, one photo (with name on back), photocopy of resident state's permit with expiration date visible (if resident state honors the Utah CFP) and photocopy of drivers' license.

Bureau Use Only

Enclose the appropriate fee, \$53.25 for Utah residents or \$63.25 for non-residents in the form of credit card, money order or check made payable to "BCI". Name must be imprinted on check. Cannot accept foreign credit cards.

FEES ARE NON-REFUNDABLE

Name (Last, First, Middle) Date of Birth State/Country of Birth
(If born outside of US provide documentation)

Previously used Name(S)(Maiden, etc.) Social Security Number

Physical Address (Street, City, County, State, Zip)

Mailing Address (if different from street address)

Daytime Phone# Alt Phone # Driver Lic # St.

Height Weight Eye Color Hair Color Sex Race

What is your Citizenship? If born outside of US, include Alien Registration # or INS Registration #

ALL APPLICANTS: Please answer "Yes" or "No" to all questions below. A complete criminal background check will be conducted including expunged and juvenile court records. If you answer "Yes" to any question, attach documentation explaining your answer.

- Yes/No questions regarding criminal history, alcohol use, domestic violence, mental competency, protective orders, and military discharge.

NEW APPLICANTS: A department approved firearms instructor must complete the following certification information:

The applicant, has met the criteria established by the Utah Department of Public Safety and Utah Code Ann. § 53-5-704(8). I certify this to be true and correct to the best of my knowledge and belief.

Instructor Signature

Training Date (Month, Day, Year) (Training is valid for one year)

The instructor's stamp goes in this box

Copy of Utah Provisional Permit can be used as proof of Weapons Familiarity Training. Instructor stamp not needed.

ALL APPLICANTS: Please read and sign the statement below:

I understand that it is a class B misdemeanor to knowingly and willfully provide false information on a concealed firearm permit application and may result in the denial of a permit pursuant to Utah Code Ann. § 53-5-704(15). I hereby declare under criminal penalty of the State of Utah that the information contained on this application is true and correct.

Signed on: (Date)

(Signature)

METHOD OF PAYMENT (Only to be filled out if application is mailed in. Check appropriate box for payment)

- Check, Money Order or Cashier's Check (Payable to "BCI") There will be a \$20.00 service charge for any returned check.
Credit Card (cannot use foreign credit cards) must be Visa, Master Card, Discover, AMEX

Cardholder signature: Zip Code Associated with Credit Card:

Fill out the information below to pay by credit card.

*3 or 4 digit control # Exp Date MM/YY

Grid of boxes for credit card information entry