



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 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:	\$55.00
Non-Residents:	\$90.00

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

Appointments must be scheduled online at 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.

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 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. 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

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



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Your application will **not** be processed unless it is completely filled out and all applicable questions are answered.

Include: one complete fingerprint card, one color photo (**with name on back**), a photocopy of your resident state's permit with expiration date visible (if that state honors the Utah CFP), and a photocopy of your driver's license.

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 for questions about carrying without a permit.

Bureau Use Only

Section 1 — Applicant Information

Name _____ Date of Birth _____ State/Country of Birth _____
(Last) (First) (Middle) (If born outside of U.S. provide documentation)
(Please print full name as it appears on your driver license or state issued ID card)

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. _____

E-Mail Address _____

Height _____ Weight _____ Eye Color _____ Hair Color _____ Sex _____ Race _____

US Citizen? Yes ☐ No ☐ If No, Alien Registration Or Naturalization # _____

Section 2 — Eligibility Questions

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

A complete criminal background check will be conducted, including expunged and juvenile court records.

- ☐ Yes ☐ No Have you ever been adjudicated as a juvenile or convicted as an adult of a felony?
- ☐ Yes ☐ No Have you ever been convicted of a crime of violence?
- ☐ Yes ☐ No Have you ever been convicted of an offense involving the use of alcohol? (DUI/DWI, alcohol-related reckless, unlawful use of alcohol, etc.)
- ☐ Yes ☐ No Have you ever been convicted of the unlawful use of narcotics or other controlled substances?
- ☐ Yes ☐ No Have you ever been convicted of any offense involving moral turpitude? (theft, criminal mischief, sex crimes, etc.)
- ☐ Yes ☐ No Have you ever been convicted of an offense involving domestic violence?
- ☐ Yes ☐ No Have you ever been adjudicated as mentally incompetent?
- ☐ Yes ☐ No Are you currently subject to a court-sanctioned protective order?
- ☐ Yes ☐ No Have you ever been dishonorably discharged from the armed forces?

Section 3 — Instructor Certification

The applicant, _____, has met the criteria established by the Utah Department of Public Safety and Utah Code Ann. § 53-5a-303(8). I certify this to be true and correct. X _____ INSTRUCTOR SIGNATURE TRAINING DATE (MM / DD / YYYY) Training is valid for one year.	Instructor's stamp goes in this box
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Section 4 — Declaration

All applicants must read and sign

I understand that it is a class B misdemeanor to knowingly and willfully provide false information on this application, and that doing so may result in denial of a permit pursuant to Utah Code Ann. § 53-5a-303(4)(b). I declare, under criminal penalty of the State of Utah, that the information on this application is true and correct.

DATE SIGNED _____ X
APPLICANT SIGNATURE _____

Section 5 — Method of Payment

Complete only if application is mailed in

☐ Check / money order / cashier's check payable to "BCI" (\$20.00 charge on returned checks) ☐ Credit card ☐ Visa ☐ Mastercard ☐ Discover ☐ AMEX

CARD NUMBER _____ 3 OR 4 DIGIT CONTROL # _____ EXP. DATE (MM / YY) _____

X

CARDHOLDER SIGNATURE



Department of Public Safety
Bureau of Criminal Identification

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bci.utah.gov | dpsfirearms@utah.gov | Revised 10/2026