

Instructions for Obtaining a Temporary State Pistol Permit

Applicant must be 21 years of age or older

Temporary State Pistol Permit applications are available from the Wallingford Police Department for town residents upon request. To process your request for a Temporary State Pistol Permit, the following items are required when turning in your completed application to the Wallingford Police Department Records Division:

Application:

The application must be fully completed and notarized with a seal (the Wallingford Police Department does not provide this service). Incomplete applications will **NOT** be accepted and will delay the permit process. **No person may apply for a temporary state permit within a 12 month period more than once and no temporary permit shall be issued to any person who has applied for a permit more than once within the preceding 12 months. (CGS §29-28)**

Documentation:

- Connecticut Driver's License or Connecticut I.D. Card
 - Original Birth Certificate (or certified copy) or Valid Passport
 - An original NRA Certified Pistol Certificate
 - Information on NRA Instruction may be obtained by contacting a local rifle range, gun club or firearm's dealer
 - Noncriminal Justice Applicant's Privacy Rights and FBI Privacy Act Statement signed by applicant
- ***All original documents will be returned after they are photocopied*****

Fee:

\$70.00 money order or bank check made payable to the Wallingford Police Department

****No personal checks will be accepted****

Fingerprinting:

The State no longer accepts money orders or bank checks to accompany fingerprints.

You must pre-enroll to be fingerprinted and pay online. The website to enroll is <https://ct.flexcheck.us.idemia.io/cchrspreenroll>. The service code specific for Wallingford Police Department pistol permit fingerprints is **1718-2DDE**. Once you are pre-enrolled to be fingerprinted, you **MUST** bring a printed copy of the barcode with you. If the barcode does not accompany the fingerprints, we will not be able to accept the pistol permit application. Please note, once you complete the pre-enrollment process and pay online, there are no refunds.

The fingerprint card must be fully filled out and signed by both the applicant and officer at the time of fingerprinting. Fingerprinting services are available at police headquarters between the hours of 10:00 am - 11:00 am on Monday, Wednesday and Friday. There is **NO** fingerprinting done on Tuesday, Thursday, Saturday and Sunday.

Please allow 8-12 weeks for the Police Department to process your application. If you have any questions regarding the status of your application, please contact the Wallingford Police Department Records Division at 203-294-2810. The Records Division is open Monday-Friday 8:00 am-4:00 pm.

Revised 7/23/21

Connecticut Criminal History Request System
Fingerprint Service Code Form

Service Name:

To register for your fingerprints to be taken, please visit
<https://ct.flexcheck.us.idemia.io/cchrspreenroll> and enter the following
Service Code:

Service Code is unique to your hiring/licensing agency. Do not use this code for another purpose.

- After entering the Service Code, confirm the Fingerprint Reason by selecting the “Yes – This information looks Correct” option.
- Complete the Pre-Enrollment information as completely as possible. All fields in bold font/blue highlight are mandatory to move forward with the process. After filling out all applicable fields, move to the next section by selecting the “Submit Pre-Enrollment” button at the bottom of the screen.
- After completing the pre-enrollment steps, a confirmation screen will appear confirming registration is complete, including your Applicant Tracking Number. **This Tracking Number will need to be taken to your fingerprinting session. It will also be sent to the e-mail address you provided during registration.**



Connecticut Criminal History Request System
PreEnrollment

SUCCESS. Your Pre-Enrollment has been submitted.

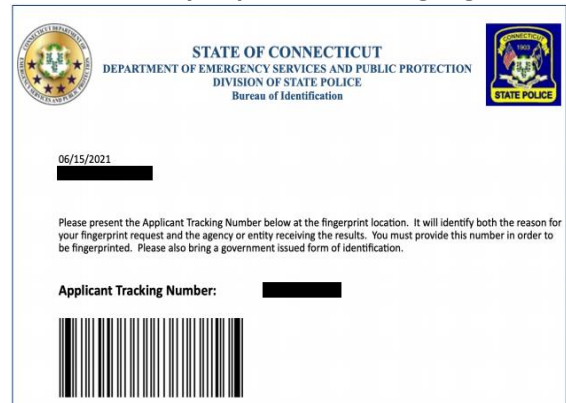
You will receive an email from the CCHR system that provides you with your Applicant Tracking Number below. You will need this information at the time fingerprints are taken.

NOTE: Results (PDF Documents) may not be viewable on all devices. For best results, use a desktop or laptop.

Applicant Tracking Number: 21T0001085

BEAR, TEDDY RAWR
DOB: 12/25/1950

It is required to have the applicant tracking number (above) at the time of fingerprinting.
BUREAU OF IDENTIFICATION 06/15/2021 10:03



STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
DIVISION OF STATE POLICE
Bureau of Identification

06/15/2021

Please present the Applicant Tracking Number below at the fingerprint location. It will identify both the reason for your fingerprint request and the agency or entity receiving the results. You must provide this number in order to be fingerprinted. Please also bring a government issued form of identification.

Applicant Tracking Number: [REDACTED]

