



Office of the Chief

BERLIN

POLICE DEPARTMENT

Berlin, New Hampshire 03570

Telephone: (603) 752-3131



Police Commission

Pistol Permit Application Process

Attached is your pistol permit application form. Please complete all information in full, being sure to list the reason why you are applying for a permit on the line above your references' information (this line is often overlooked).

Also attached are three letters which must be completed by your references prior to submitting your application.

Return the application, along with the completed reference letters and \$10 permit fee, to the Berlin Police Department, in order for your application to be processed. If we unable to issue your permit, you will be notified in writing; otherwise, please return to the Department after the 14-day processing period to sign and claim your permit.

Thank you!

Daniel Buteau
Chief of Police



BERLIN POLICE DEPARTMENT

(603) 752-3131

FROM: Peter Morency, Chief of Police

RE: Reference for Pistol Permit for: _____

(Applicant's Name)

The above-named person has furnished the Berlin Police Department with your name as a reference on an application to carry a handgun. Please provide the following information to assist us in determining the propriety of issuing this permit:

1. To your knowledge, has the applicant ever had a handgun permit denied in this or any other state? ☐ Yes ☐ No
2. To your knowledge, has the applicant ever been convicted of a felony, in this or any other state, that has not been annulled? ☐ Yes ☐ No
3. To your knowledge, has the applicant ever been a user of drugs or narcotics, except under the direction of a physician? ☐ Yes ☐ No
4. To your knowledge, has the applicant ever been treated for mental illness, an emotional disorder, or confined to an institution? ☐ Yes ☐ No

Reference's Name (please print): _____

Signature: _____

(Reference's Signature)

Date: _____

If the answer to any question is yes, if you know of any reason why the applicant should be denied a permit to carry a handgun, or if you would care to make a comment, please explain on the reverse side of this questionnaire.

Please return this form in the enclosed envelope *within five days*:

Berlin Police Department
135 Green Street
Berlin, NH 03570



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(603) 752-3131

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Signature: _____ **Date:** _____
(Reference's Signature)

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Berlin Police Department
135 Green Street
Berlin, NH 03570



State of New Hampshire
DEPARTMENT OF SAFETY
DIVISION OF STATE POLICE
RESIDENT PISTOL/REVOLVER LICENSE



RENEWAL APPLICANTS PLEASE COMPLETE: NH Pistol/Revolver License #: _____ Expires _____

An incomplete application will be returned.

FILE #:	Name _____		Date of Application _____	
	Mailing Address:			
	Street _____		Driver's License No. _____	
	City/Town _____		Social Security No. _____	
	State _____ Zip _____		Telephone No. _____ (optional)	
	Legal Address (If different from above): _____ (optional)			
	Date of Birth _____		Place of Birth _____	
	Height _____ Hair _____ Sex _____		Original <input type="checkbox"/> Renewal <input type="checkbox"/>	
	Weight _____ Eyes _____ Race _____		United States Citizen: YES <input type="checkbox"/> NO <input type="checkbox"/>	
			If NO, and residing in the United States, you MUST provide the following:	
Occupation: _____		AR#: _____		
Present Employer: _____		COUNTRY OF CITIZENSHIP: _____		
Employer's Address: _____				

If you answer "Yes" to any of the following questions, you must provide complete details with this application.

Have you ever had a license to carry denied in this or any other state?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Have you ever been convicted of a felony, in this or any other state, which has not been annulled?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Are you an unlawful user of or addicted to any controlled substance?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Have you ever been adjudicated as a mental defective by a court or committed by a court to any mental institution?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Have you ever been convicted in any court of a misdemeanor crime of domestic violence?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

REQUIRED: For what reason(s) do you make application to carry a pistol in New Hampshire? (see reverse side)

Name and Complete Mailing Address of three (3) references:

1. _____	2. _____	3. _____
(NAME)	(NAME)	(NAME)
_____	_____	_____
(ADDRESS)	(ADDRESS)	(ADDRESS)
_____	_____	_____

SIGNATURE, CERTIFICATION, AND RELEASE OF INFORMATION

YOU MUST SIGN THIS APPLICATION: Read the following carefully before you sign. A false statement on any part of this application will be just cause for refusal of any application of any license issued under the provisions of RSA159 and is punishable under RSA 641:3.

- I understand that any information I give may be investigated as allowed by law.
- I consent to the release of information about my ability and fitness to carry a pistol/revolver by employers, schools, medical/ psychiatric services, law enforcement agencies, and other individuals and organizations, to my local police chief, his designee, and/or authorized employees of the State of New Hampshire.
- I certify that, to the best of my knowledge and belief, all of my statements are true, correct, complete and made in good faith.

SIGNATURE OF APPLICANT: _____ **Date:** _____

New Hampshire Laws Relative to License to Carry

These below statutes can be found at RSA 159:6 *et seq.* and may be accessed at any legal library or at <http://www.nh.gov>. This is not intended to be an inclusive list of all relevant laws concerning carrying a concealed pistol or revolver.

159:6 License to Carry. –

I. (a) The selectmen of a town, the mayor or chief of police of a city or a full-time police officer designated by them respectively, the county sheriff for a resident of an unincorporated place, or the county sheriff if designated by the selectmen of a town that has no police chief, upon application of any resident of such town, city, or unincorporated place, or the director of state police, or some person designated by such director, upon application of a nonresident, shall issue a license to such applicant authorizing the applicant to carry a loaded pistol or revolver in this state for not less than 4 years from the date of issue, if it appears that the applicant has good reason to fear injury to the applicant's person or property or has any proper purpose, and that the applicant is a suitable person to be licensed. Hunting, target shooting, or self-defense shall be considered a proper purpose. The license shall be valid for all allowable purposes regardless of the purpose for which it was originally issued.

(b) The license shall be in duplicate and shall bear the name, address, description, and signature of the licensee. The original shall be delivered to the licensee and the duplicate shall be preserved by the people issuing the same for 4 years. When required, license renewal shall take place within the month of the fourth anniversary of the license holder's date of birth following the date of issuance. The license shall be issued within 14 days after application, and, if such application is denied, the reason for such denial shall be stated in writing, the original of which such writing shall be delivered to the applicant, and a copy kept in the office of the person to whom the application was made. The fee for licenses issued to residents of the state shall be \$10, which fee shall be for the use of the law enforcement department of the town or city granting said licenses; the fee for licenses granted to out-of-state residents shall be \$100, which fee shall be for the use of the state. The director of state police is hereby authorized and directed to prepare forms for the licenses required under this chapter and forms for the application for such licenses and to supply the same to officials of the cities and towns authorized to issue the licenses. No other forms shall be used by officials of cities and towns. The cost of the forms shall be paid out of the fees received from nonresident licenses.

II. No photograph or fingerprint shall be required or used as a basis to grant, deny, or renew a license to carry for a resident or nonresident, unless requested by the applicant.

Source. 1923, 118:6. PL 149:6. 1941, 172:1. RL 179:6. 1951, 151:3. RSA 159:6. 1959, 100:1. 1967, 220:4. 1977, 563:76. 1979, 355:1. 1993, 27:1; 203:1. 1994, 257:1; 257:2. 1996, 167:2, eff. Aug. 2, 1996. 2003, 90:1, eff. July 29, 2003. 2009, 144:194, eff. July 1, 2009. 2012, 255:1, eff. Aug. 17, 2012.

159:6-b Suspension or Revocation of License. –

I. The issuing authority may order a license to carry a loaded pistol or revolver issued to any person pursuant to RSA 159:6 to be suspended or revoked for just cause, provided written notice of the suspension or revocation and the reason therefore is given to the licensee. A licensee whose license has been suspended or revoked shall be permitted a hearing on such suspension or revocation if a hearing is requested by the licensee to the issuing authority within 7 days of the suspension or revocation.

II. When the licensee hereunder ceases to be a resident of the community in which the license was issued he shall notify in writing the issuing authority at his new place of residence that he has a current license. Such license shall remain in effect until it expires pursuant to RSA 159:6.

Source. 1979, 355:2, eff. Aug. 22, 1979.

159:6-c Appeal From Denial, Suspension, or Revocation. – Any person whose application for a license to carry a loaded pistol or revolver has been denied pursuant to RSA 159:6 or whose license to carry a loaded pistol or revolver has been suspended or revoked pursuant to RSA 159:6-b may within 30 days thereafter, petition the district or municipal court in the jurisdiction in which such person resides to determine whether the petitioner is entitled to a license. The court shall conduct a hearing within 14 days after receipt of the petition. During this hearing the burden shall be upon the issuing authority to demonstrate by clear and convincing proof why any denial, suspension, or revocation was justified, failing which the court shall enter an order directing the issuing authority to grant or reinstate the petitioner's license. The court shall issue its decision not later than 14 days after the hearing on whether the petitioner is entitled to a license.

Source. 1979, 355:2. 1998, 380:2, eff. Jan. 1, 1999.